

Village of Otisville

Regular Meeting

February 2, 2026

Meeting was called to order by President Jeff Lutze at 7:00 p. m. in the Tom Bess, Jr., Council Chambers.

PRESENT: Jeff Lutze, President. Council Members present: Trevor Komar, Jim Price, John Ray, and Sherry Hemingway. Bob Jennings, DPW, Kathy Martini, Clerk, and William Skellenger, Police Chief.

ABSENT : Vadice Burgett & Joel Glanton

AUDIENCE: N/A

MOTION was made by John Ray and was supported by Jim Price to accept the agenda as presented.
CARRIED--MOTION

MOTION was made by Jim Price and was supported by Sherry Hemingway to accept the minutes as presented for January 20, 2026.
CARRIED--MOTION

MOTION was made by Sherry Hemingway and was supported by John Ray to pay all bills and draw warrants for same.
ROLL CALL – CARRIED – MOTION

MOTION was made by John Ray and was supported by Trevor Komar to accept Budget Amendment # 5487.
ROLL CALL – CARRIED – MOTION

Communication from Village Officials:

Robert Jennings:

Nathan Fuller is back from his hip surgery and is doing well. He worked a ½ day on Monday, to ease him back into work. March he will be having his other hip replaced.
Dump truck is having electrical issues, will be working on it this week.

William Skellenger:

Last week had half of my audit completed. This was an in-person audit. I scored well. There were two minor things I was dinged on, which was expiration dates. The second half of the audit will be the IT portion and it will be remote. Will have help with our IT company VC3, as they are the experts in IT.

I have three things to complete to hire Brandon Snider, they are drug test, physical and finger printing. Hoping to have him sworn in at the next Council meeting.

Have updated and completed two four-inch binders of policy, procedures and a memorandum agreement.

Kathy Martini:

Dan Campbell is requesting the Budget Committee meetings be on Wednesdays, February 25, 2026 or March 11, 2026. February 25, 2026 was agreed upon. Gave print out to Council members and will also send them a text with what times they are to be at the Budget meetings.

Created a protocol for the Wall of Fame. Council critiqued it. I will update the protocol and have it in a binder for future use.

Committee Reports: N/A

Unfinished Business:

Community Standards – Ongoing

Wall of Fame – Ongoing

New Business:

- a. Budget Amendment # 5487 – Accepted
- b. Wall of Fame Protocol - Established

Communications from Council Members:

131 E. Main – Will be going to court – Keith Pyles will be handling this case with the house.

Center Street Apartments water main break – Has been turned in to our Insurance Company.

MOTION was made by Sherry Hemingway and was supported by John Ray to adjourn at 7:29 p.m.

Kathy Martini, Clerk

Next Meeting Date: Tuesday, February 17, 2026