

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

PRAYER

President Wietlisbach led the prayer.

CALL TO ORDER

The meeting was called to order by President Wietlisbach.

PLEDGE OF ALLEGIANCE

President Wietlisbach led the Pledge of Allegiance.

ROLL CALL

- Council Member Zorb: Present
- Council Member Gaston: Present
- Council Member Alexander: Present
- Council Member Cureton: Present
- Council Member Clear: Present
- Council Member Davis: Late @ 1:17 pm
- Council Member Chichester: Present

President Wietlisbach confirmed that Mr. Davis would be arriving late and would be invited to the meeting when he arrived.

AGENDA

Council reviewed the agenda.

Council Member Zorb made a motion to accept the agenda as presented. Council Member Gaston seconded the motion.

It was confirmed that OKI was duplicated on the list of Council committees and Ad Hoc committees, but the agenda did not need to be amended since that was a supplemental document for council members to reference. No other discussion was had.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Zorb, seconded by Council Member Gaston, to accept the agenda as presented. Motion passed 6-0.

ORGANIZATIONAL SESSION

President Wietlisbach stated that the plan was to go through council rules section by section. Anyone who had a suggestion could state the suggestion, there would be discussion, and the suggestion would be added or not added to the rules. A vote would happen at the end to accept the amended rules.

During the rules discussion there was a motion by Council Member Clear to have a 5 minute recess. Council Member Zorb seconded the motion.

Motion by Council Member Clear, seconded by Council Member Zorb to have a 5 minute recess. (Motion pass 7-0)

Council had a recess at 2:56 pm, President Wietlisbach brought council back at 3:02 pm.

Changes to the rules, council seating, and committees are listed below.

Rules of Council

Numerous changes and updates have been thoroughly discussed. Those changes have been made to the rules of council.

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

- Cover page: Changing the adopted date of May 6, 2024 and revised date of April 22, 2024, to reflect the current date of January 3, 2026
- Section 1.1: Updating the legislative years from 2018-2019, to reflect the current years of 2026-2027
- Section 1.2.1: addition of 'official social media pages', to the list of places to post regular meetings

There was discussion about not specifying the type of social media so that meetings would not be invalid due to lack of posting to specific social medias, it was also noted that this allowed for future growth and addition of new types of social media. This was also to reach more citizens.

This change was added to the other relevant sections.

- Section 1.2.2: addition of '(Any non regularly scheduled meeting)' after notice of special meeting. Addition of 'official social media pages' to the list of places to post for special meetings

There was discussion about matching the language from the Ohio laws regarding meetings. This change was added to other relevant sections.

- Section 1.2.4: addition of '(Any non regularly scheduled meeting)' after special meetings of council. Changing 12 hour notice to 24 hour notice
- Section 1.2.5: addition of '(Any non regularly scheduled meeting)' after special meetings of committee. Changing 12 hour notice to 24 hour notice

There was discussion regarding the change from 12 to 24 hours. There were concerns from Council Member Chichester that changing it may limit the city's ability to call special meetings to take care of city business. President Wietlisbach noted that the rules should be in conjunction with the charter and the charter states 24 hours.

It was also clarified that non-regularly scheduled meetings applied to council meetings, council committee meetings, and any council ad hoc meetings.

- Section 1.2.8: Changing 'President of Council may' to 'President of Council shall'. Addition of 'Upon 24 hour notice to the Mayor and each Member of Council.'

There was discussion about changing the word may to shall. Discussion included having President of Council make the final say on what comes to the entire council, not the chair of the committee

- Section 1.5: addition of 'Refer to Sec. 7.1.' after 'Council recognizes that citizens make significant personal sacrifices to attend Council and Committee meetings as well as public hearings.' Changing 'During meetings of Council, including during those times dedicated to public comment, neither the Mayor nor Members shall engage in lengthy side conversations.' to 'During meetings of Council, including during those times dedicated to public comment, neither the Mayor, Administrator, Directors, Managers, guests, nor Members shall engage in unrelated side conversations.' Addition of '(i.e. no streetwear, no sweat attire, no athletic wear, no outerwear, no visible writing with the exception of writing related to the city of NCH, no hats, no jeans, no hoodies, appropriate footwear is acceptable, no flipflops). Exceptions to the rules related to attire can be made by vote of council.' to the dress code. Changing 'Those attending meetings of

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Council and Committees shall be respectful of other citizens, staff, the Mayor and Members.' to 'Those attending meetings of Council and Committees shall be respectful of other citizens, staff, the Mayor, Administrator, Directors, Managers, guests, and Members.' Addition of 'The use of electronic devices shall be for council business, city business or emergencies.' after 'All electronic devices shall be silenced during the Council and Committee meetings.'

There was lengthy discussion about the dress code, with concerns about the word professional being open to interpretation. Council members discussed adding examples of what was not professional dress. There was also discussion on whether or not to allow members to use technology and other devices during the council meetings. It was noted that members utilized technology and devices for note taking and referencing material.

- Section 2.1: removal of both occurrences of 'special' before 'meeting'.
- Section 2.2: addition of 'public' before both occurrences of 'notice'. Addition of 'Refer to Sec. 1.2.'

There was discussion regarding the addition of public before notice for clarity.

- Section 2.4: Changing 'discuss with Council to the Clerk of Council at least 4 days before the meeting which the member of the public wishes to speak;' to 'Email the President of Council or the Clerk of Council at least 24 hours before the meeting which the member of the public wishes to speak'

There was discussion regarding the amount of time prior to a meeting that people should contact the Clerk or President. Clerk of Council Gillian Clear stated that 4 days is typically when the agenda goes out and sometimes speakers get added to the agenda. It was discussed that they had been allowing people more time if they had given 24 hours notice to the President of Council. There was discussion regarding the rule for Council Members responding to residents, but the rule remained unchanged.

- Section 4.2: Changing 'The call for the meeting shall state the time, date, location and subjects to be considered at the meeting and be posted at the designated locations and on the City's Website.' to 'The call for the meeting shall state the time, date, location and specific purpose to be considered at the meeting and be posted at the designated locations and on the City's Website.' Removal of the word 'proposed' before 'cancellation' in the second paragraph.
- Section 6.1: Addition of 'Refer to ORC 2921.42'
- Section 6.4: addition of 'Yay and nay votes shall be reflected in the minutes and on the legislation.'

There was discussion about reflecting the votes in the minutes and on the legislation so that there was a record of how each member voted.

- Section 6.5: Change 'even if' to 'unless' before 'he or she is Acting Mayor'

There was a lot of debate and there were many questions regarding this rule. President Wietlisbach stated that she would go over this section with the Law Director. Mayor Nichols also suggested looking to see if Ohio has any codes on it.

- Section 7.1: Changing council procedure

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Previous Council Procedure:

1. Prayer and Pledge of Allegiance
2. Roll Call
3. Approval of Minutes
4. Communications
5. Reports of Committees
 - a. Committee of the Whole
 - b. Standing Committees
 - c. Special Committees
 - d. Ad-Hoc Committees
 - e. Liaison Reports
6. Reports of the Mayor and other City Officials
7. Report of City Law Director and City Finance Director
8. Call of Members
9. Remarks from the Audience
10. Legislation
11. Old Business
12. New Business
13. Adjournment

Revised Council Procedure:

1. Prayer
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Approval of the agenda
6. Approval of minutes
7. Communications
8. Public comments
9. Guest speakers
10. Reports of Committees
 - a. Committee of the Whole
 - b. Standing Committees
 - c. Special Committees
 - d. Ad-Hoc Committees
 - e. Liaison Reports
11. Reports of the Mayor and other City Officials
12. Report of City Law Director and City Finance Director
13. Call of Members
14. Further remarks from the audience
15. Legislation
16. Old Business
17. New Business
18. Adjournment

There was lengthy discussion regarding public comment, including how many opportunities there should be for public comment and where they should go on the agenda. Other changes were made to reflect how meetings were being run.

- Section 7.8: Executive session 'Executive session shall only be conducted during council meetings or during special meetings of council. Refer to 121.22 ORC.'

There was discussion on the purpose of adding a rule about executive sessions. Discussion was had regarding entering executive session during a committee meeting, with members noting that somethings need to be discussed in an executive session. Others stated that those discussion topics get brought up in council meetings and they have an executive discussion to discuss it again. It was discussed that all members of council need all of the information in order to make an informed decision for voting and that could be accomplished by having executive sessions in council meetings. It was suggested to talk with the Law Director and check Ohio codes.

- Section 7.9: Changing 'Committee chairs' to 'Committee Members' before 'may have direct contact with department directors'. Addition of 'The City Administrator may be copied on all communication to department directors. Refer to Sec 6.4 of charter.'

There was discussion about other members of council being able to communicate directly with departments and including or CCing the City Administrator on the communication. There were

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

concerns about many members contacting the departments with similar questions, and it was suggested to go through the committee chairs. Other members had concerns because not all council members are on all committees, and they might need to contact the departments. There was also discussion around what the charter says and what has been done historically. There was also discussion about council members needing information and being delayed if they had to go to someone else who would then ask someone else for what they needed.

- Section 9.3: removal of '~~two-thirds~~' before 'six of the Members'
- Section 9.7: addition of 'The resolution must be presented to the Law Director for approval before going to council.'

There was discussion with concerns about non-citizens creating legislation. It was noted that council has the final say and that was a check and balance. There were also concerns about the legislation not being reviewed by the law director.

- Section 10.2: Updating the date of January 2018 to reflect the current date of January 2026

During the section 10 discussion, Council Committees and Ad Hoc Committees were decided. President Wietlisbach stated that all changes to this section would be discussed by the committees and submitted in writing to be discussed and voted on at a later date.

- Foot notes: Dates changed from '5/6/2024' to '1/3/2026'
- Minor grammar corrections

Council Member Clear asked about creating a procedure for when council approves spending, someone is responsible for making sure it gets done at the administrative level. Council Member Gaston recommended that Clerk of Council or the current chair of Budget and Finance be responsible. Council Member Cureton recommended it go through the President of Council to the Clerk of Council. Council Member Gaston mentioned that the Finance Manager is currently working on streamlining that process.

Council Member Gaston made a motion to adopt the rules of council as amended. Council Member Cureton seconded the motion.

There was discussion. Council Member Zorb asked for clarification on section 10.5 quorum rules, she believed that if there was no quorum then members could not meet or discuss topics. Council Member Clear said that she read the council rule to mean without quorum no action could be taken; they could discuss topics but voting could not happen. She recommended that this topic go to the Law Director for advice.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Cureton, to adopt the rules of council as amended. Motion passed 7-0.

Council seating

New council seating is: Council Member Zorb, Council Member Gaston, Council Member Alexander, President Wietlisbach, Council Member Cureton, Council Member Clear, Council Member Davis, and Council Member Chichester. The Clerk of Council has been moved and is seated next to Council Member Zorb and the podium.

Committee Chairs, Co-chairs, Members

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

While Discussing section 3.3 of the rules of council, Council Member Gaston made a motion to appoint Council Member Zorb as President Pro Tempore. Council Member Clear seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Clear, to appoint Council Member Zorb as President Pro Tempore. Motion passed 7-0.

All other Council and Ad Hoc committee members were decided during section 10.

Council Member Gaston made a motion to appoint Council Member Zorb as chair of the Budget and Finance Committee. Council Member Cureton seconded the motion.

There was discussion. Council Member Chichester believed that there was transparency issues in the past that caused Council Member Zorb to be removed as chair of Budget and Finance. She stated that because of this appointing Council Member Zorb as chair would not be a solid move. Council Member Zorb stated that this was false and that she did not remember being removed as chair. President Wietlisbach asked for evidence. Council Member Chichester presented the 2016 Hinkle report that listed a discrepancy, she claimed that Council Member Zorb did not communicate that discrepancy with the city or council. She also claimed that the files with the minutes for that meeting were unavailable and could not be located. Council Member Zorb pointed out that the chair of Budget and Finance does not fill out the Hinkle report and it is the duty of the Finance Director to report discrepancies. President Wietlisbach talked about decorum, accusations without evidence, and working together.

Council Member Gaston made a motion to call the question. Council Member Alexander seconded the motion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Cureton to call the question. Motion passed 6-1. (Council Member Chichester voting no.)

No further discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Cureton, to appoint Council Member Zorb as chair of the Budget and Finance Committee. Motion passed 6-1. (Council Member Chichester voting no.)

Council Member Gaston made a motion to appoint Council Member Cureton as vice chair of the Budget and Finance Committee. Council Member Chichester seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Chichester, to appoint Council Member Cureton as chair of the Budget and Finance Committee. Motion passed 7-0.

Council Member Zorb made a motion to appoint Council Members Chichester and Gaston as members of the Budget and Finance Committee. Council Member Gaston seconded the motion.

There was no discussion.

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Zorb, seconded by Council Member Gaston, to appoint Council Members Chichester and Gaston as members of the Budget and Finance Committee. Motion passed 7-0.

Council Member Gaston made a motion to appoint Council Member Cureton as chair of the Public Safety Committee. Council Member Alexander seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Alexander, to appoint Council Member Cureton as chair of the Public Safety Committee. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Member Davis as vice chair of the Public Safety Committee. Council Member Gaston seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Gaston, to appoint Council Member Davis as vice chair of the Public Safety Committee. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Members Alexander and Clear as members of the Public Safety Committee. Council Member Gaston seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Gaston, to appoint Council Members Alexander and Clear as members of the Public Safety Committee. Motion passed 7-0.

Council Member Alexander made a motion to appoint Council Member Gaston as chair of the City Community Development and Recreation Committee. Council Member Cureton seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Alexander, seconded by Council Member Cureton, to appoint Council Member Gaston as chair of the City Community Development and Recreation Committee. Motion passed 7-0.

Council Member Gaston made a motion to appoint Council Member Alexander as vice chair of the City Community Development and Recreation Committee. Council Member Davis seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Davis, to appoint Council Member Alexander as vice chair of the City Community Development and Recreation Committee. Motion passed 7-0.

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Council Member Clear made a motion to appoint Council Members Clear, Davis, and Chichester as members of the City Development and Recreation Committee. Council Member Chichester seconded the motion.

There was discussion as to which members were going to be on this committee.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Clear, seconded by Council Member Chichester, to appoint Council Members Clear, Davis, and Chichester as members of the City Community Development and Recreation Committee. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Member Clear as chair of the Rules and Public Policy Committee. Council Member Chichester seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Chichester, to appoint Council Member Clear as chair of the Rules and Public Policy Committee. Motion passed 7-0.

Council Member Chichester made a motion to appoint Council Member Chichester as vice chair of the Rules and Public Policy Committee. Council Member Davis seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Chichester, seconded by Council Member Davis, to appoint Council Member Chichester as vice chair of the Rules and Public Policy Committee. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Members Cureton and Zorb as members of the Rules and Public Policy Committee. Council Member Alexander seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Alexander, to appoint Council Members Cureton and Zorb as members of the Rules and Public Policy Committee. Motion passed 7-0.

Ad Hoc Committees

Council Member Clear made a motion to appoint Council Member Clear as a liaison for OKI.

Council Member Gaston seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Clear, seconded by Council Member Gaston, to appoint Council Member Clear as a liaison for OKI. Motion passed 7-0.

Council asked to decide on a tree board liaison later.

Council Member Gaston made a motion to appoint Council Members Gaston and Zorb as liaisons for ICRC. Council Member Zorb seconded the motion.

There was no discussion.

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Zorb, to appoint Council Members Gaston and Zorb as liaisons for ICRC. Motion passed 7-0.

Council Member Gaston made a motion to appoint Council Member Gaston as a liaison for the School Board. Council Member Alexander seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Alexander, to appoint Council Member Gaston as a liaison for the School Board. Motion passed 7-0.

Council Member Chichester made a motion to appoint Council Member Chichester as a delegate for RITA. Council Member Davis seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Chichester, seconded by Council Member Davis, to appoint Council Member Chichester as a delegate for RITA. Motion passed 7-0.

Council Member Gaston made a motion to appoint Council Member Cureton as the representative for the NCH Chamber of Commerce. Council Member Clear seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Gaston, seconded by Council Member Clear, to appoint Council Member Cureton as the representative for the NCH Chamber of Commerce. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Members Chichester and Davis as delegates for WeThrive. Council Member Zorb seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Zorb, to appoint Council Members Chichester and Davis as delegates for WeThrive. Motion passed 7-0.

Council Member Clear made a motion to appoint Council Member Clear to CIC. Council Member Zorb seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Clear, seconded by Council Member Zorb, to appoint Council Member Clear to CIC. Motion passed 7-0.

Council Member Cureton made a motion to appoint Council Member Cureton as a delegate for RITA. Council Member Chichester seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Cureton, seconded by Council Member Chichester, to appoint Council Member Cureton as a liaison for RITA. Motion passed 7-0.

NORTH COLLEGE HILL CITY COUNCIL

Minutes for NCH Council Meeting, Saturday January 03, 2026, 1:00pm

Council Member Davis made a motion to appoint Council Member Davis to the Community Reinvestment Area Housing Council and Tax Incentive Review Council. Council Member Clear seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Davis, seconded by Council Member Clear, to appoint Council Member Davis to the Community Reinvestment Area Housing Council and Tax Incentive Review Council. Motion passed 7-0.

Council Member Chichester made a motion to appoint Council Member Chichester to the Community Reinvestment Area Housing Council and Tax Incentive Review Council. Council Member Alexander seconded the motion.

There was no discussion.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Chichester, seconded by Council Member Alexander, to appoint Council Member Chichester to the Community Reinvestment Area Housing Council and Tax Incentive Review Council. Motion passed 7-0.

Council Member Chichester made a motion to appoint Council Member Chichester as an alternate liaison for OKI. Council Member Alexander seconded the motion.

There was discussion with clarification that the council could not appoint two people, but they could appoint an alternate to OKI.

Clerk of Council Gillian Clear called the roll.

Motion by Council Member Chichester, seconded by Council Member Alexander, to appoint Council Member Chichester as an alternate liaison for OKI. Motion passed 7-0.

ADJOURNMENT

Council Member Zorb made a motion to adjourn. Council Member Gaston seconded the motion. Clerk of Council Gillian Clear called the roll.

Motion by Council Member Zorb, seconded by Council Member Gaston, to adjourn the meeting. Motion passed 7-0.

The meeting was adjourned at 5:05pm.



Gillian Clear, Clerk of Council



Suzie Wietlisbach, President of Council