

ERIE COUNTY COMMISSIONERS

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2010 ANNUAL REPORT



William Steuk
Judge

Julie Ortega
Clerk of Court

ACTION			
	Reviewed	Approved	Disapproved
<i>None</i>	✓		
<i>BJS</i>	✓		
<i>DMF</i>			

RECORDED & INDEXED

Fy

M. B... 2/16/11

**HURON MUNICIPAL COURT
2010 ANNUAL REPORT**

2010 Employee Roster

William SteukJudge
Julie Ortega Clerk
Diana KrawetzkiDeputy Clerk
Melissa Bartizal Deputy Clerk
Chief John Majoy Bailiff
Ashley Williams.....Probation Officer
Thomas Hoover Court Security Officer
Kurt Schafer..... Court Security Officer
Bryan Clayman Court Security Officer
Brianna Keegan Court Security Officer
Ryan Yost Court Security Officer
Laura Alkire.....Police Prosecutor

Pursuant to section 1901.14 Ohio Revised Code, the following report relative to the operation of the Huron Municipal Court for the year 2010 is respectfully submitted.

MUNICIPAL COURT

The Huron Municipal Court was established in 1968 pursuant to Ohio Revised Code section 1901.01. This court is a single judge court where the part-time judge acts as both the presiding and administrative Judge. The judge serves a term of 6 years. Although the court is situated in and acts as an entity of the city, the court is in fact separate from the city whereas job descriptions, employees, etc. are all dictated by the Ohio Revised Code and do not fall under the purview of the Huron City Council or City Manager. The court employs one (1) full time clerk and one (1) full time Deputy Clerk and one (1) part time Deputy Clerk for the Civil division. The court also employs a part time probation officer.

The goal of the court is to remain self sustaining. To obtain this goal the court has established two programs to provide support for the court rather than rely upon the General Fund of the city. The first of said programs was initiated in January 1998, whereby the court established the Court Computerization Fund, collecting \$3.00 per case to go directly towards the acquisition and maintenance of court computers. The second program was created in January 1999, whereby the court established the Court Capital Improvements Fund collecting \$5.00 per court case going directly towards any type of maintenance, construction or remodeling of the court.

Clerk of Court's Department:

State law mandates that this department collect and disburse monies and maintain the records of the court. This department processes matters for and provides information to the State highway Patrol, Ohio Bureau of Motor Vehicles, Erie County Sheriff, civil litigants, attorneys, prosecutors, criminal defendants, the Supreme Court of Ohio, the Bureau of Criminal Identification and Investigation and all other law enforcement agencies.

Money is paid into this department as fines and costs on traffic, criminal and civil cases. In 2010, the court operated well within the boundaries of its \$262,639 budget, collecting \$697,398 in fines and costs from both criminal/traffic and civil cases. From this total collected the court paid \$359,289 to the City of Huron. As required by statute, fines and costs were distributed to the various law enforcement agencies, state agencies and to the City of Huron and are shown in the following pages.

The Clerks' department is ever grateful for the cooperation received from the municipalities of this court district, other courts and law enforcement agencies. In closing, the Court is reminded of the court's goal of courtesy and efficiency. The clerk's office looks forward to assisting you in the coming year.

**HURON MUNICIPAL COURT
2010 ANNUAL REPORT**

SUMMARY REPORT

Traffic & Criminal Cases

Number of Traffic Cases Filed in 2010:	2605	
Huron Police Department:	1172	45%
Ohio State Highway Patrol:	1142	44%
Erie County Sheriff:	291	11%
Number of Criminal Cases Filed in 2010:	752	
Huron Police Department:	595	79%
Ohio State Highway Patrol:	16	2%
Erie County Sheriff:	128	17%
Misc Agencies:	2	1%
Ohio Department of Natural Resources:	11	1%

Civil Cases

Number of Civil cases Filed in 2010:	236
Number of Small Claims Cases Filed in 2010:	36
Total Civil cases filed in 2010:	272

TOTAL MONIES COLLECTED IN 2010

Criminal & Traffic Account:	\$ 564,309.25
Civil Account:	\$ 133,088.46
Total Collections:	\$ 697,397.71

**HURON MUNICIPAL COURT
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2010 FINANCIAL REPORT

Balance on Hand 1/1/10:	\$ 5,405.00
Total Collections for 2010:	\$ 697,397.71

Total Cash:	\$ 702,802.71
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Disbursements:

City of Huron:

Court Costs:	\$ 156,744.10
Capital Improvement Fund:	\$ 16,796.00
Computer Improvement Fund:	\$ 11,937.00
City Ordinance Fines:	\$ 130,147.48
Special Warrant Fund:	\$ 2,770.00
45% OSP Fines:	\$ 24,904.67
Special Projects:	\$ 5,131.00
DUI Arresting Agency:	\$ 1,520.00
DUI Indigent Alcohol Fund:	\$ 1,035.00
Probation Fees	\$ 8,304.00

Total paid to City of Huron:	\$ 359,289.25
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Erie County:

Highway Maintenance Fines:	\$ 25,202.60
Regular Fines Collected:	\$ 15,945.98
Uniform Fines Collected:	\$ 17,640.36
Dog Fines:	\$ 30.00
Drug Fines:	\$ 450.00
Liquor Fines:	\$ 650.00
10% OSP Fines:	\$ 6,219.30
Sheriff Housing Fund:	\$ 2,247.00
Sheriff Fees:	\$ 55.38
DUI Arresting Agency:	\$ 173.00
Public Defenders Fee:	\$ 2,115.00
Erie County Law Library	\$ 963.58

Total Paid to Erie County:	\$ 71,692.20
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State of Ohio:

Victims of Crime Fund:	\$	21,052.00
Indigent Defense Fund:	\$	65,634.40
Expungement Costs:	\$	420.00
45% OSP Fines:	\$	31,069.09
DUI Arresting Agency	\$	150.00
OSP Drug Fines:	\$	300.00
Board of Pharmacy Fines:	\$	550.00
50% Liquor Fines:	\$	650.00
Seat Belt Fines:	\$	7,846.00
Highway Safety Fund	\$	100.00
Bureau of Motor Vehicles:	\$	90.00
Ohio Dept. Natural Resources	\$	345.00
Legal Aid:	\$	6,517.00
Drug Law Enforcement:	\$	7,188.60

Total paid to State of Ohio: \$ 141,912.09

Miscellaneous Disbursements:

Restitution Payments Collected and Disbursed:	\$	6,482.18
Bond Refunds paid throughout Year:	\$	13,784.06
Garnishment Payments (Civil Cases)	\$	98,610.63
Capital Recovery Systems:	\$	2,440.20
Other Disbursements:	\$	2,210.10

TOTAL DISBURSEMENTS: \$ 696,420.71

BALANCE ON HAND DECEMBER 31, 2010: \$ 6,382.00

The balance on hand represents bonds being held on pending cases in the Huron Municipal Court and will be carried over to the beginning of the year 2011.

HURON MUNICIPAL COURT 2010 ANNUAL REPORT

COMPARISON REPORT

Cases Filed:

<u>Year</u>	<u>Criminal</u>	<u>Traffic</u>	<u>Civil</u>	<u>Total</u>
2000	659	2964	326	3949
2001	580	3143	341	4064
2002	598	4246	187	5031
2003	737	4385	269	5391
2004	800	3642	332	4774
2005	748	3339	300	4387
2006	671	2916	406	3993
2007	595	2617	285	3497
2008	929	2594	377	3900
2009	649	2454	292	3395
2010	752	2605	272	3629

Collections:

<u>Year</u>	<u>Criminal & Traffic</u>	<u>Civil</u>	<u>Total</u>
2000	\$ 519,839.34	\$ 46,245.73	\$ 566,085.07
2001	\$ 511,094.46	\$ 69,954.20	\$ 581,048.66
2002	\$ 627,119.20	\$ 54,058.39	\$ 681,177.59
2003	\$ 602,219.49	\$ 121,058.66	\$ 723,278.15
2004	\$ 608,558.62	\$ 109,379.21	\$ 717,937.83
2005	\$ 630,324.93	\$ 93,663.75	\$ 723,988.68
2006	\$ 561,514.23	\$ 107,435.56	\$ 668,949.79
2007	\$ 542,688.40	\$ 129,562.88	\$ 672,251.28
2008	\$ 575,730.35	\$ 147,718.22	\$ 723,448.57
2009	\$ 554,138.85	\$ 142,922.36	\$ 697,061.21
2010	\$ 564,309.25	\$ 133,088.46	\$ 697,397.71

The Huron Municipal Court would like to take this opportunity to thank those who have contributed to the continued success of the court.

A copy of this report will be sent to the following:

- Huron City Manager
- Huron City Council
- Huron City Finance Director
- Erie County Commissioners
- Erie County Auditor

MISSION

The Mission of the Huron Municipal Court is to provide a fair, impartial, and efficient resolution of the matters brought before it without unnecessary delay in a courteous manner.

DEPARTMENTAL GOALS

The Municipal Court is committed to providing fair and impartial resolution of all issues in a manner that is efficient for all parties involved. The Municipal Court is also committed to ensuring that defendants strictly comply with all judicial orders. Finally, the Huron Municipal Court is committed to operate the court well within the boundaries of it's budget and to report in a timely manner all revenues and expenditures to the appropriate agencies thereby earning and maintaining the public's respect, confidence and satisfaction.

CALENDAR YEAR 2010 ACCOMPLISHMENTS

- The Clerk successfully completed Module II of the Supreme Court of Ohio's State Court Management Certification Program.
- Modified the Municipal Court website in conjunction with the City of Huron to be more user-friendly. All court forms are now available for download on the website.
- Batched all current overdue accounts to Capital Recovery Systems for help in securing payment.
- Court Rules updated and Sent to Supreme Court of Ohio
- Hired a Permanent Part-Time Probation Officer to take over the responsibilities of probation as well as all court ordered requirements.
- Applied for JAG-LE Grant to help offset the operation of the Probation Department.
- Maintained a 100% or better clearance rate of cases in both the Civil and Criminal/Traffic Divisions: 107% and 110% respectively.
- The Court continued to be self-sustaining by operating well within the boundaries of its budget and contributing to the General Fund all overages.

CALENDAR YEAR 2011 DEPARTMENTAL OBJECTIVES

- Maintain high profile in state and local professional organizations such as the Ohio Association of Municipal and County Court Clerks, The Ohio Judges Association, Ohio Judicial Association and the Supreme Court of Ohio. Meet quarterly with local court clerks to improve regional collaboration.
- Court Clerk to complete Module III of the Supreme Court of Ohio's State Court Management Certification Program. This will be the final module and the Clerk will graduate with a ceremony at the Supreme Court of Ohio in November 2011.
- Complete Research and incorporate increased convenience by accepting payments via the internet.
- Maintain and update the website.
- Reestablish warrant sweep in conjunction with all outside agencies.
- Complete research involving Video Arraignment to determine cost effectiveness.

- Consistent sentencing of Defendants as to deter crime in the city.
- Actively seek and monitor all accounts payable.
- Improved customer satisfaction.
- Implement and monitor 2011 budget.
- Develop staff through continued education programs and performance evaluations.
- Update Security Measures for the Court. Have the Supreme Court perform a Security Audit.
- Arrange offices to accommodate the expansion for the court from 3 employees to 4 court employees.
- Develop Probation staff through professional organizations and continued education.
- Apply for the JAG Grant through the Department of Criminal Justice.

WORKLOAD MEASURES	2008 Actual	2009 Actual	2010 Actual
Criminal Cases Filed	929	649	752
Percent by Agency:			
Huron Police Department	76%	70%	79%
Ohio State Patrol	2%	3%	2%
Erie County Sheriff	18%	25%	17%
Other	4%	2%	2%
Traffic Cases Filed	2594	2454	2605
Percent by Agency:			
Huron Police Department	42%	42%	45%
Ohio State Patrol	46%	47%	44%
Erie County Sheriff	12%	11%	11%
Civil Cases Filed	377	292	272
 PRODUCTIVITY MEASURES	 2008 Actual	 2009 Actual	 2010 Actual
Criminal/ Traffic Receipts	\$575,730	\$554,139	\$564,309
Civil/Small Claims Receipts	\$147,718	\$142,922	\$133,088
Expenses	\$247,328	\$255,307	\$262,639
Paid to City	\$376,003	\$362,953	\$359,289
Clearance Rates for Cases			
Criminal/Traffic	114%	114%	110%
Civil	106%	114%	107%
 STAFF	 2008 Actual	 2009 Actual	 2010 Actual
FTE	2.0	2.0	2.0
PTE	1.0	1.0	2.0
PTJ	1.0	1.0	1.0

2010 FUND ACCOUNTING TO SHOW SELF-SUSTAINING OPERATION OF COURT

General Fund

Receipts:	
Reimbursement from County:*	\$ 67,157.76
Court Costs	\$156,744.10
City Ordinance Fines:	\$130,410.78
State Patrol Fines:	\$ 13,773.18
 TOTAL RECEIPTS	 \$368,085.82
 TOTAL DISBURSEMENTS:	 \$262,639.43
 TOTAL OVERAGE TO GENERAL FUND:	 <u>\$105,446.39</u>

* The City of Huron is reimbursed for 40% of the Judge and Clerk's salaries and benefit compensation as prescribed by the Ohio Revised Code.

MISCELLANEOUS FUNDS

	Computer Fund	Capital Projects	Indigent Alcohol
Receipts:	\$ 11,937.00	\$ 16,796.00	\$ 1,035.00
Disbursements:	\$ 9,516.71	\$ 00.00	\$ 295.00

	Interlock & AI Monitoring	Probation Fund
Receipts:	\$ 10,894.90	\$ 37,192.52
Disbursements:	\$ 00.00	\$ 12,414.77

PROBATION STATISTICS FOR 2010

- 53 Defendants put on Supervised Probation for the year 2010.
- 5 Successfully completed Supervised Probation during the 2010 calendar year.

Total Savings to Taxpayers 6,646 days in Jail