

2016 ANNUAL REPORT



William Steuk
Judge

Julie Ortega
Clerk of Court

“When they are impartial and independent, courts earn public trust and confidence as they balance needs for social order and individual freedom in the ‘ordinary administration of criminal and civil justice.’”

**HURON MUNICIPAL COURT
2016 ANNUAL REPORT**

2016 Employee Roster

William Steuk.....Judge
Julie Ortega..... Clerk
Diana Krawetzki.....Deputy Clerk
Ashley Williams Probation Officer/Deputy Clerk
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 2016 is respectfully submitted.

MISSION STATEMENT

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 its 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.

MUNICIPAL COURT

The Constitution of the United States and the Ohio Constitution both established three separate branches of government: the Executive, the Legislative and the Judiciary. The doctrine of "separation of powers" is embodied in the framework of the Ohio Constitution, the U.S. Constitution, and the system of representative government and constitutional democracy. The authority to operate the court and make determinations as to the appropriate level of funding needed to operate the court, are decisions that are within the exclusive authority of the courts. These are matters about which the courts have the constitutional obligation to protect and preserve from interference from another branch or level of government. These principles are at the heart of the separation of powers framework endorsed by the Founding Fathers in the Federalist Papers, and evident in the Federalist Paper #52:

In order to lay a due foundation for that separate and distinct exercise of the different powers of government, which to a certain extent, is admitted on all hands to be essential to the preservation of liberty, it is evident that each department [branch of government] should have a will of its own....The great security against a gradual concentration of the several powers in the same department [branch of government], consists in giving to those who administer each department, the necessary constitutional means, and personal motives, to resist encroachment of the others....Ambition must be made to counter ambition. (Federalist #52)

The creation and maintenance of the municipal courts is reserved to the General Assembly pursuant to Ohio Const. art. IV, §1. The Huron Municipal Court was established in 1968 pursuant to Ohio Revised Code 1901.01.

The Huron Municipal 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. The court employs one (1) full time Clerk of Court/Court Administrator and one (1) full time Deputy Clerk/Probation Officer and one (1) full time Deputy Clerk for the Civil Division.

Purposes of Courts:

1. To Do Individual Justice in Individual Cases
2. To Appear To Do Individual Justice in Individual Cases
3. To Provide a Final Forum for the Resolution of Legal Disputes
4. To Protect Individuals from the Arbitrary Use of Government Power
5. To Provide a Formal Record of Legal Status
6. To Deter Criminal Behavior
7. To Rehabilitate Persons Convicted of Crime
8. To Separate Convicted Persons from Society
9. To Protect the Weak Against the Strong

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 Huron Police Department, 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 2016, the court operated well within the boundaries of its \$247,197 budget, collecting \$833,024 in fines and costs from both criminal/traffic and civil cases. From this total collected the court paid \$418,366 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' office is ever grateful for the cooperation received from the municipalities of this court district, other courts and law enforcement agencies. The clerk's office looks forward to assisting you in the coming year.

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SUMMARY REPORT

Traffic & Criminal Cases

Number of Traffic Cases Filed in 2016:	2881	
Huron Police Department:	892	31%
Ohio State Highway Patrol:	1642	57%
Erie County Sheriff:	347	12%

Number of Criminal Cases Filed in 2016:	554	
Huron Police Department:	218	39%
Ohio State Highway Patrol:	51	9%
Erie County Sheriff:	247	45%
Ohio Dept. of Natural Resources & Dept. of Taxation:	38	7%

Civil Cases

Number of Civil cases Filed in 2016:	197	
Number of Small Claims Cases Filed in 2016:	87	
Total Civil cases filed in 2016:	284	

TOTAL MONIES COLLECTED IN 2016

Criminal & Traffic Account:	\$ 690,855.50
Civil Account:	\$ 142,168.96
Total Collections:	\$ 833,024.46

**HURON MUNICIPAL COURT
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2016 FINANCIAL REPORT

Balance on Hand 1/1/16:	\$ 6,344.00
Total Collections for 2016:	\$ 833,024.46

Total Cash:	\$ 839,368.46
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Disbursements:

City of Huron:

Court Costs:	\$ 184,855.33
Capital Improvement Fund:	\$ 19,295.00
Computer Improvement Fund:	\$ 19,677.50
City Ordinance Fines:	\$ 108,266.90
Special Warrant Fund:	\$ 4,513.50
45% OSP Fines – General Fund:	\$ 22,409.00
45% OSP Fines – Hwy Patrol Fund:	\$ 16,897.92
Special Projects:	\$ 1,980.00
DUI Arresting Agency:	\$ 1,664.00
DUI Indigent Alcohol Fund:	\$ 4,863.00
Probation Fees	\$ 33,944.00

Total paid to City of Huron:	\$ 418,366.15
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Erie County:

Highway Maintenance Fines:	\$ 17,423.00
Regular Fines Collected:	\$ 18,951.59
Uniform Fines Collected:	\$ 39,019.60
Highway Safety:	\$ 60.00
Dog Fines:	\$ 30.00
Drug Fines:	\$ 5,795.00
Liquor Fines:	\$ 1,562.50
10% OSP Fines:	\$ 9,826.08
Sheriff Housing Fund:	\$ 838.50
Sheriff Fees:	\$ 61.00
DUI Arresting Agency:	\$ 225.00
Public Defenders Fee:	\$ 2,032.00
Erie County Law Library	\$ 1,021.43

Total Paid to Erie County:	\$ 96,845.70
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State of Ohio:

Victims of Crime Fund:	\$	24,577.00
Indigent Defense Fund:	\$	76,182.40
Expungement Costs:	\$	540.00
45% OSP Fines:	\$	49,128.03
DUI Arresting Agency	\$	175.00
OSP Drug Fines:	\$	1,900.00
Board of Pharmacy Fines:	\$	5,805.00
50% Liquor Fines:	\$	1,562.50
Seat Belt Fines:	\$	4,910.00
Highway Safety Fund	\$	395.00
Bureau of Motor Vehicles:	\$	45.00
Ohio Dept. Natural Resources	\$	3,540.00
Legal Aid:	\$	5,964.00
Drug Enforcement:	\$	8,547.20

Total paid to State of Ohio: \$ 183,271.13

Miscellaneous Disbursements:	
Restitution Payments Collected and Disbursed:	\$ 7,801.20
Bond Refunds paid throughout Year:	\$ 26,299.15
Garnishment Payments (Civil Cases)	\$ 93,500.03
Capital Recovery Systems:	\$ 3,557.10

TOTAL DISBURSEMENTS: \$ 829,640.46

BALANCE ON HAND DECEMBER 31, 2016: \$ 9,728.00

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 2017.

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COMPARISON REPORT

Cases Filed:

<u>Year</u>	<u>Criminal</u>	<u>Traffic</u>	<u>Civil</u>	<u>Total</u>
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
2011	562	2335	271	3168
2012	824	2515	281	3620
2013	858	3383	341	4582
2014	630	3335	246	4211
2015	560	2897	297	3754
2016	554	2881	284	3719

Collections:

<u>Year</u>	<u>Criminal & Traffic</u>	<u>Civil</u>	<u>Total</u>
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
2011	\$ 566,331.85	\$ 136,444.27	\$ 702,776.12
2012	\$ 628,219.30	\$ 136,585.16	\$ 764,804.46
2013	\$ 781,524.38	\$ 163,614.00	\$ 945,138.38
2014	\$ 729,369.53	\$ 147,150.58	\$ 876,520.11
2015	\$ 639,133.46	\$ 117,053.53	\$ 756,186.99
2016	\$ 690,855.50	\$ 142,168.96	\$ 833,024.46

CALENDAR YEAR 2016 ACCOMPLISHMENTS

- Re-launched the Huron Municipal Court website. The website now has all court forms, the current court docket, case look-up, e-payments. The new website can be found at www.huronmunicipalcourt.us
- Batched all current overdue accounts to Capital Recovery Systems for help in securing payment.
- Court Rules updated and sent to the Supreme Court of Ohio
- Continued to maintain a self-sustaining probation department to monitor offenders, as well as, all court ordered requirements.
- Maintained a 100% or better clearance rate of cases in the Criminal and Traffic Divisions: 135% and 111% respectively for 2016.
- The Court continued to be self-sustaining by operating well within the boundaries of its budget and contributing \$134,534 of overage (amount over the actual budget expenditures) to the City of Huron's General Fund.
- Successfully resolved 271 civil conflicts, 3070 traffic violations and 599 criminal offenses.
- Processed and disbursed a total of \$93,500 in civil garnishments. These were processed and returned to the plaintiffs in a timely manner.
- Collected and disbursed \$7,801 in restitution payments (note: not all restitution payments are paid through the Court, they can be made directly to the victim.)
- Completed timely performance evaluations of all full-time employees; providing for a comparable performance based bonus.
- Complied with and met all requirements for the State of Ohio Audit through the City of Huron with no finding for recovery.
- Collected \$833,024 in monies and properly distributed all monies to the appropriate agencies: Erie County Auditor, City of Huron, The State of Ohio, Ohio State Board of Pharmacy, Ohio Bureau of Motor Vehicles, Ohio Department of Natural Resources and Erie County Sheriff in the time prescribed by the Ohio Revised Code.
- Reported all unclaimed funds to the City of Huron as prescribed by the Ohio Revised Code.
- Continued to utilize the video arraignment system to eliminate the cost of transporting prisoners for court hearing.
- Issued 387 warrants for arrest and served a total of 345 warrants on defendants.
- Held 102 regular court sessions with 4,674 cases scheduled during those sessions.
- Reconciled all bank accounts monthly with no discrepancies.
- Continued to monitor and try new avenues for collections of the \$461,505 in outstanding debt owed to the court.
- Successfully continued the process of collecting fines and costs via the internet through n-court; collecting a total of \$223,602 for 2016.

CALENDAR YEAR 2016 ACCOMPLISHMENTS CONTINUED

- Reported all 1099-Misc income for all garnishments as required by the Internal Revenue Service.
- Scheduled approximately 750 pre-trials, motion hearings, court trials, and other various court hearing throughout 2016.

CALENDAR YEAR 2017 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.
- Continue to conduct yearly warrant sweep in conjunction with all outside agencies.
- Consistent sentencing of Defendants as to deter crime in the city.
- Actively seek and monitor all accounts receivable by seeking new avenues for collections.
- Improved customer satisfaction.
- Implement and monitor 2017 budget.
- Develop staff through continued education programs and performance evaluations.
- Develop Probation staff through professional organizations and continued education.
- Continue to work with Erie County's Mental Health, Drug and Domestic Violence Courts.
- Establish a DUS License Reinstatement Project to help individuals work with the Bureau of Motor Vehicles to become valid drivers.

HURON MUNICIPAL COURT**2016 YEAR END REPORT**

WORKLOAD MEASURES	2013 Actual	2014 Actual	2015 Actual	2016 Actual
Criminal Cases Filed	858	630	560	554
Percent by Agency:				
Huron Police Department	48%	49%	40%	39%
Ohio State Patrol	4%	3%	6%	9%
Erie County Sheriff	47%	44%	43%	45%
Other	1%	4%	11%	7%
Traffic Cases Filed	3383	3335	2897	2881
Percent by Agency:				
Huron Police Department	30%	25%	34%	31%
Ohio State Patrol	54%	62%	54%	57%
Erie County Sheriff	16%	13%	12%	12%
Civil Cases Filed	341	246	297	284
PRODUCTIVITY MEASURES	2013 Actual	2014 Actual	2015 Actual	2016 Actual
Criminal/ Traffic Receipts	\$781,524	\$729,370	\$639,133	\$690,856
Civil/Small Claims Receipts	\$163,614	\$147,151	\$117,054	\$142,169
Expenses	\$264,309	\$254,039	\$265,908	\$247,197
Paid to City	\$455,114	\$432,776	\$389,076	\$418,366
Clearance Rates for Cases				
Criminal/Traffic	112%	112%	108%	114%
Civil	112%	100%	103%	95%

FUND ACCOUNTING TO SHOW SELF-SUSTAINING OPERATION OF COURT

	General Fund 2014	General Fund 2015	General Fund 2016
Receipts:			
Reimbursement from County:*	\$ 31,596.96	\$ 35,695.56	\$ 66,199.90
Court Costs	\$201,099.78	\$180,415.28	\$184,855.33
City Ordinance Fines:	\$116,457.00	\$106,013.76	\$108,266.90
State Patrol Fines:	\$ 20,392.07	\$ 17,191.17	\$ 22,409.00
Reimbursement:			
TOTAL RECEIPTS	\$369,545.81	\$339,315.77	\$381,731.13
TOTAL DISBURSEMENTS:	\$254,039.06	\$265,907.78	\$247,197.49
TOTAL OVERAGE TO GENERAL FUND:	<u>\$115,506.75</u>	<u>\$ 73,407.99</u>	<u>\$134,533.64</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 whereas, 100% of this expense is budgeted for in the court's budget

MISCELLANEOUS COURT FUNDS

	Computer Fund	Capital Projects	Indigent Alcohol Treatment
Receipts:	\$ 19,677.50	\$ 19,295.00	\$ 4,863.00
Disbursements:	\$ 32,041.22	\$ 450.00	\$ 4,500.00
Interlock & Alcohol Monitoring		Probation Fund	
Receipts:	\$ 2,127.40	\$ 33,944.00	
Disbursements:	\$ 00.00	\$ 30,836.91	

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 as required by Ohio Revised Code:

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