



# Ashtabula Municipal Court

## Annual Report for 2020

### *Mission Statement*

*The Ashtabula Municipal Court shall be effective and efficient when resolving disputes in order to uphold the laws and regulations of the court's jurisdiction and the State of Ohio. The Judge will interpret and apply the law with the utmost fairness and impartiality in order to protect the rights and liberties of all people guaranteed by the Constitution of the State of Ohio and of the United States of America.*

The Annual Report for the Ashtabula Municipal Court (AMC) is to notify the public about the Court's programs, statistics and accomplishments.

The AMC has one Judge, one Court Administrator/Clerk of Court, one Head Bailiff/Head Security Officer, two part time Bailiffs (one of which works mainly outside of the Court serving Court documents), two part time Court Security Officers / Deputy Bailiffs that monitor the metal detector for the Justice Center building along with other Court duties, and a part time Drug Court Administrator/Deputy Bailiff.

AMC departmentalized creating the following:

Criminal/Traffic Department, Civil Department, Probation Department, Bookkeeping/Customer Service Department and Information Technology Department.

The Criminal/Traffic Department consists of one Supervisor Deputy Clerk/Judicial Assistant, one full time Traffic Clerk, and one full time Criminal Clerk.

The administration and staff have followed all protocol in regards to the Covid – 19 pandemic. AMC will continue to follow all protocol and/or procedures directed from the Ohio Supreme Court to ensure that the staff and public is safe.

The Court applied for and was awarded two grants from the Ohio Supreme Court: A special remote technology grant to purchase equipment for staff to work remotely during COVID-19 totaling \$5,736. The Court also received technology grant funds from the Supreme Court's annual grant totaling \$8,249. This was used to purchase equipment for a case management system upgrade.

### **BRIEF SUMMARY OF THE CRIMINAL/TRAFFIC DEPARTMENT**

2020 presented many challenges due to the COVID-19 pandemic. Daily operations of the Court had to be modified (multiple times) to ensure safety of employees and the public, as well as provide essential services to the community. Sanitation, protective gear, and public spacing were all considered and preventative measures implemented. Fortunately, the Court was able to maintain operations in spite of restrictions in place to protect employees and public.

The Court held a March Madness Clean Sweep program during the week of March 9-15, 2020 on cases 2018 or older which allowed defendants to make a minimum payment of \$100 towards fines and costs which the Court doubled. The program was expanded to include Probation fees as well; a minimum payment of \$20 was required and would be matched. Total amount receipted was \$28,594.00; total Clean Sweep credit was \$16,942.00.

The March Madness Clean Sweep program was extended and implemented to alleviate financial struggles of the community caused by the COVID-19 pandemic. Effective April 20, 2020 through May 17, 2020, minimum payments of \$100 were accepted and tripled towards qualifying cases; minimum payments of \$20 towards probation fees were also tripled. Total amount receipted was \$34,206.00; total Clean Sweep credit was \$29,780.00.

Registration block and license forfeitures continue to be an effective method of collecting back fines. All fines were granted a 30-day payment extension effective in March 2020; no registration

blocks or license forfeitures were issued until after April 22, 2020 in consideration of the COVID-19 pandemic. The LFF program is still offered to those who can't afford to pay balance in full. Total traffic/criminal monies receipted for the entire year was \$707,867.00.

Total of new criminal and traffic cases filed: 3872. The COVID-19 pandemic greatly affected the amount of new cases filed due to social distancing rules, guidelines, and mandates issued by the State of Ohio.

In summary, the Court continues its mission to be effective and efficient in the face of many challenging obstacles which is effecting not only our community but the entire world.

### **A brief summary of the Civil Department from the Supervisor Deputy Clerk:**

Civil Department consists of one full time Supervisor Civil Clerk, one full time Civil Clerk and one part time Civil Clerk.

The year 2020 brought obstacles for many of us, the Civil Department included, due to the COVID-19 pandemic. As of March 20, 2020 the Supreme Court issued mandates and modified filing procedures. All pre-trials, trials, evictions, small claims hearings, garnishment hearings, bank attachments, and objections were continued until after May 18, 2020 or as otherwise ordered by the Court. Parties were encouraged to use electronic means for any filings. The filing fees for a Motion to Continue during this period of time were waived.

The CARES ACT/Moratorium was put in place to help offset the financial burdens to those people affected by the pandemic. This created a lack of filings in regards to evictions and garnishments as they were stayed, thus creating a 24% decrease in total cases filed in 2020. A surge in filings is anticipated when this stay is lifted.

We feel with the addition of Magistrate Edith Jonas and her ability to implement bench processing will aid the Civil Department's ability to more efficiently process cases through the court.

This past year has brought many challenges to all. During these difficult times, the Civil Department continues to adapt to any changes set forth by the Supreme Court. As we enter 2021 we remain hopeful to accomplish our goals of increasing productivity, eliminate any backlog and to continue to process cases in a timely fashion.

Probation Department consisting of Acting Chief Probation Officer, two full time Probation Officers who can also act as bailiffs, and one part time Secretary.

**A brief summary from the Probation Department:**

In the year 2020, the Ashtabula Adult Probation Department received two hundred and seventy-two (272) new cases to supervise. Sixty-five (65) cases were referred to the Pre-Trial Diversion Program, providing the eligible offender the opportunity to have the charge(s) dismissed after fulfilling court requirements. Eight (8) written Pre-Sentence Investigation reports were also completed by the Probation Department in 2020.

Per Ohio Revised Code 2951.021, The Court continues to require an offender placed under control and supervision of the Probation Department to pay a monthly supervision fee of \$25.00 and those offenders placed under non-reporting supervision to pay a monthly fee of \$20.00. In the year 2020, \$30,086.00 in Supervision Fees and \$16,108.47 in Restitution was collected.

The Court also provides house arrest, ignition interlock devices and SCRAM (Secure Continuous Remote Alcohol Monitor) as tools for the Probation Department to supervise offenders. In 2020 seven (7) offenders were placed on a CAM device for a total of four hundred and thirty-three (433) days. Defendants were monitored for an average of sixty-two (62) days. Ashtabula Municipal Court reached a 99.1% Sober days rating, meaning of the four hundred and thirty-three (433) days that defendants were monitored, 99.1% of them were quantifiably sober. The 2020 national average was 98.7%. In 2020 fifteen (15) defendants served a total of nine hundred and seventy-five (975) days on house arrest.

A sanction the Court continues to aggressively use for offenders is supervised community service work. Last year 114 participants completed 2,598 hours in the Court's community service program. The offenders are required to work under the authority of non-profit and charitable organizations.

Ashtabula Municipal Court staff continues to be active with various professional organizations such as American Probation and Parole Association.

**A brief summary from the Recovery Court Administrator:**

Recovery Court graduated 7 participants in 2020, 2 in June and 5 in October. We continue to meet weekly for Recovery Court and currently have 20 participants. How often participants appear for court is based on their current Phase. We were faced with the pandemic and had to make adjustments to the program. In March 2020 we went remote and had court on zoom. Since it was a difficult time for all, adjusting to changes in society, we had all participants appear weekly no matter the phase. We did this to show support and help the participants feel connected during the stay at home order. We were able to come back to court June through October, then October to January 13 were remote again. Treatment team continues to meet weekly prior to Recovery Court. Advisory Committee meets every 4 months. Recovery Court also received a grant in the amount of \$34,527.18 from the Ashtabula Count Mental Recovery Services Board.

Included in the Annual Report is:

Overview of Receipts

Undistributed Collections

Distributed Collections

Cases Filed by Agencies

Traffic/Criminal Cases and Stats

Civil Cases and Stats

The original records stated above are located at AMC, 110 West 44<sup>th</sup> Street, Ashtabula, Ohio and the Court Administrator / Clerk of Court Tonja Amato, can be reached at 440-992-7129.

The 2020 Administration would like to thank the entire Court staff for their dedication and hard work.

2020 ANNUAL REPORT  
THE ASHTABULA MUNICIPAL COURT

|                                  |  |  |                                  |  |                       |
|----------------------------------|--|--|----------------------------------|--|-----------------------|
| <b>TOTAL DISBURSEMENTS, 2020</b> |  |  |                                  |  | <b>\$670,452.48</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  | <b>OVERVIEW OF RECEIPTS</b>      |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>CRIMINAL RECEIPTS</b>         |  |  |                                  |  | <b>\$670,575.48</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>TRUSTEE RECEIPTS</b>          |  |  |                                  |  | <b>\$0.00</b>         |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>CIVIL RECEIPTS</b>            |  |  |                                  |  | <b>\$516,044.59</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>BOND RECEIPTS</b>             |  |  |                                  |  | <b>\$118,252.00</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>ESCROW RECEIPTS</b>           |  |  |                                  |  | <b>\$2,900.00</b>     |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>TOTAL RECEIPTS</b>            |  |  |                                  |  | <b>\$1,307,772.07</b> |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  | <b>OVERVIEW OF DISBURSEMENTS</b> |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>CRIMINAL DISBURSEMENTS</b>    |  |  |                                  |  | <b>\$670,452.48</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>TRUSTEE DISBURSEMENTS</b>     |  |  |                                  |  | <b>\$0.00</b>         |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>CIVIL DISBURSEMENTS</b>       |  |  |                                  |  | <b>\$512,928.25</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>BOND DISBURSEMENTS</b>        |  |  |                                  |  | <b>\$117,157.50</b>   |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>ESCROW DISBURSEMENTS</b>      |  |  |                                  |  | <b>\$2,900.00</b>     |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
| <b>TOTAL DISBURSEMENTS</b>       |  |  |                                  |  | <b>\$1,303,438.23</b> |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |
|                                  |  |  |                                  |  |                       |







2020 ANNUAL REPORT  
THE ASHTABULA MUNICIPAL COURT

| DISTRIBUTIONS 2020                                       |             |                 |              |              |                     |
|--|-------------|-----------------|--------------|--------------|---------------------|
| STATE TREASURER  |             |                 |              |              |                     |
| Ohio State Highway Patrol Fines (45% & 50%)              |             |                 |              |              | \$50,016.95         |
| Safety Belt Fines  |             |                 |              |              | \$11,000.50         |
| Reparations Rotary Fund-Victims of Crime                 |             |                 |              |              | \$22,625.56         |
| General Fund ( Legal Aid Funding Criminal) State Revenue |             |                 |              |              | \$2,806.50          |
| Division of Conservation Fines                           |             |                 |              |              | \$1,200.00          |
| Division of Liquor Control Fines                         |             |                 |              |              | \$152.90            |
| Division of Pharmacy Fines                               |             |                 |              |              | \$3,524.00          |
| DUI Arresting Agency Account Fines                       |             |                 |              |              | \$1,281.00          |
| Expungements   |             |                 |              |              | \$530.00            |
| Child Restraint Seat Fines                               |             |                 |              |              | \$275.00            |
| Ohio State Highway Patrol Drug Conviction Fines          |             |                 |              |              | \$2,219.50          |
| BMV Forfeiture Release Processing Fee                    |             |                 |              |              | \$97.00             |
| Drug Law Enforcement Fund Costs                          |             |                 |              |              | \$5,046.00          |
| Indigent Defense Support Fines & Costs                   |             |                 |              |              | \$65,691.34         |
| Indigent Drug/Alcohol Treatment Costs.                   |             |                 |              |              | \$3.00              |
| Bond Surcharge   |             |                 |              |              | \$11,955.50         |
| State Dept of Taxation Fines                             |             |                 |              |              |                     |
|  |             |                 |              |              |                     |
| <b>TOTAL AMOUNT DISBURSED TO STATE TREASURER</b>         |             |                 |              |              | <b>\$178,424.75</b> |
|  |             |                 |              |              |                     |
| Criminal Bond Balance Fwd 12-31-19                       |             |                 |              | \$25,245.41  |                     |
| Criminal bond Deposits                                   |             |                 |              | \$118,252.00 |                     |
| Transferred  | \$92,664.00 |                 |              |              |                     |
| Forfeited  | \$17,543.50 |                 |              |              |                     |
| 10% Bond Fees  | \$6,950.00  | Total Disbursed | \$117,157.50 |              |                     |
|  |             |                 | \$26,339.91  |              |                     |
|  |             |                 |              |              |                     |
| Civil Balance Fwd 12-31-20                               |             |                 |              | \$9,035.10   |                     |
| Civil Deposits   |             |                 |              | \$516,044.59 |                     |
| Civil Judgments&Refund                                   | 324904.98   |                 |              |              |                     |
| Civil State Rep  | 21349.35    |                 |              |              |                     |
| Civil Court Costs  | 166673.92   |                 | \$512,928.25 |              |                     |
| <b>Misc.</b>   |             |                 | \$12,151.44  |              |                     |
| Criminal Deposits Refunded or Transferred                |             |                 |              |              | \$2,558.00          |
| Capital Recovery Services                                |             |                 |              |              | \$3,664.23          |
| Alliance One   |             |                 |              |              | \$857.13            |
| Max Technologies-NAP Program                             |             |                 |              |              | \$1,400.00          |
| Tranfers   |             |                 |              |              | \$61.00             |
| Restitution  |             |                 |              |              | \$2,508.23          |
|  |             |                 |              |              |                     |
|  |             |                 |              |              |                     |
|  |             |                 |              |              |                     |
| <b>TOTAL OTHER DISBURSEMENTS, 2020</b>                   |             |                 |              | *            | <b>\$11,048.59</b>  |



## **2020 Traffic/Criminal Counts/Charges Filed by Agencies**

### **Ashtabula City Police Department**

|               |     |
|---------------|-----|
| Felonies      | 313 |
| Misdemeanors  | 742 |
| OVI's         | 65  |
| Other Traffic | 748 |

### **Ashtabula County Sheriff Department**

|               |     |
|---------------|-----|
| Felonies      | 195 |
| Misdemeanors  | 720 |
| OVI's         | 7   |
| Other Traffic | 201 |

### **Ohio State Highway Patrol**

|               |      |
|---------------|------|
| Felonies      | 63   |
| Misdemeanors  | 133  |
| OVI's         | 123  |
| Other Traffic | 1558 |

### **Ohio Department of Natural Resources**

|              |   |
|--------------|---|
| Misdemeanors | 4 |
|--------------|---|

### **Ashtabula Police Task Force**

|              |    |
|--------------|----|
| Felonies     | 3  |
| Misdemeanors | 10 |

### **Ashtabula Fire Department**

|              |   |
|--------------|---|
| Felonies     | 4 |
| Misdemeanors | 6 |

### **Ashtabula City Planning & Community Development**

|              |    |
|--------------|----|
| Misdemeanors | 17 |
|--------------|----|

### **Ashtabula City Dog Warden**

|              |    |
|--------------|----|
| Misdemeanors | 32 |
|--------------|----|

### **Ashtabula City Health Department**

|              |   |
|--------------|---|
| Misdemeanors | 2 |
|--------------|---|

### **Special Agent**

|          |    |
|----------|----|
| Felonies | 28 |
|----------|----|

**P.U.C.O.**

|              |   |
|--------------|---|
| Misdemeanors | 2 |
|--------------|---|

**C.E.A.A.C.**

|          |    |
|----------|----|
| Felonies | 39 |
|----------|----|

|              |    |
|--------------|----|
| Misdemeanors | 11 |
|--------------|----|

**Ashtabula County Metroparks**

|              |   |
|--------------|---|
| Misdemeanors | 6 |
|--------------|---|

## 2020 Criminal, Traffic, & Miscellaneous Proceedings

|                               |      |
|-------------------------------|------|
| Domestic Violence Cases       | 135  |
| Traffic Waivers               | 1204 |
| Temporary Protection Orders   | 33   |
| Vehicle Forfeitures           | 0    |
| Search Warrants               | 85   |
| Cases Appealed                | 0    |
| Weddings                      | 9    |
| License-related Offenses      | 170  |
| Warrants Issued               | 2018 |
| Housing Cases                 | 12   |
| Extraditions/Rule 4 Hearings  | 9    |
| Status Hearings on Fines/Jail | 1824 |
| Pre-Trials Set                | 3047 |

|                         |     |
|-------------------------|-----|
| Trials Set              | 120 |
| Jury Trials Set         | 33  |
| Preliminary Hearing Set | 443 |
| Expungements            | 20  |

## Civil Details for 2020

### Cases Filed by Type

|  |            |
|--|------------|
| Contracts  | 559        |
| Damages/Personal Injury                            | 7          |
| Forcible Entry & Detainer (Eviction/Land Contract) | 221        |
| Replevin   | 1          |
| BMV Petition                                       | 37         |
| Civil Restitution                                  | 0          |
| Cases & Judgments Transferred In                   | 3          |
| Small Claims                                       | 53         |
| <b>Total</b>                                       | <b>881</b> |
| <br>   |            |
| <b>Total Civil Cases filed and reopened</b>        | <b>881</b> |
| <b>Total Civil Cases reactivated</b>               | <b>10</b>  |
| <br>   |            |
| Answers filed                                      | 60         |
| <br>   |            |
| <b>Total Civil Cases Disposed of</b>               | <b>922</b> |



## Criminal & Traffic Details for 2020

### Felonies

|                          |            |
|--------------------------|------------|
| Cases filed and reopened | 448        |
| Cases reactivated        | 118        |
| <b>Total</b>             | <b>566</b> |

Felonies disposed of via Preliminary Hearings, Waivers, and Pleas 573

### Misdemeanors

|                          |             |
|--------------------------|-------------|
| Cases filed and reopened | 1266        |
| Cases reactivated        | 537         |
| <b>Total</b>             | <b>1803</b> |

Not Guilty Pleas entered 304

Total Cases disposed of at Arraignment 568

### OMVI

|                          |            |
|--------------------------|------------|
| Cases filed and reopened | 150        |
| Cases reactivated        | 47         |
| <b>Total</b>             | <b>197</b> |

Not Guilty Pleas entered 21

Total Cases disposed of at Arraignment 122

**Other Traffic**

|                          |      |
|--------------------------|------|
| Cases filed and reopened | 2008 |
| Parking Violations       | 57   |
| Cases reactivated        | 481  |

**Total 2546**

|  |      |
|--|------|
| Not Guilty Pleas entered                           | 338  |
| Total Cases disposed of at Arraignment and Waivers | 1210 |

**Total Criminal Cases Filed 1714**

**Total Traffic Cases Filed 2158**

**Total 3872**

**Total Criminal Cases Disposed of 2804**

**Total Traffic Cases Disposed of 3406**

**Total 6210**

**Total Criminal Counts Filed 2339**

**Total Traffic Counts Filed 2765**

**Total 5104**

ANNUAL REPORT 2020  
PROBATION/RESTITUTION

| MONTH         | 2018                | 2019                  | 2020  |
|---------------|---------------------|-----------------------|---|
|               |                     | <b>PROBATION FEES</b> |   |
| January       | \$ 3,530.00         | \$ 2,405.00           | \$ 2,610.25   |
| February      | \$ 4,270.00         | \$ 3,570.00           | \$ 3,184.00   |
| March         | \$ 5,386.00         | \$ 3,295.00           | \$ 2,477.75   |
| April         | \$ 3,295.00         | \$ 3,545.00           | \$ 1,098.00   |
| May           | \$ 3,310.00         | \$ 2,691.00           | \$ 2,144.15   |
| June          | \$ 2,875.00         | \$ 2,110.00           | \$ 2,225.00   |
| July          | \$ 3,106.00         | \$ 2,935.00           | \$ 2,711.50   |
| August        | \$ 2,490.00         | \$ 1,760.00           | \$ 2,644.74   |
| September     | \$ 2,470.00         | \$ 2,695.00           | \$ 4,005.91   |
| October       | \$ 2,360.00         | \$ 2,787.00           | \$ 2,259.01   |
| November      | \$ 2,875.00         | \$ 2,873.00           | Probation & Restitution<br>Consolidated with Criminal |
| December      | \$ 1,658.00         | \$ 2,440.00           | Financials November &<br>December 2020                |
| <b>TOTALS</b> | <b>\$ 37,625.00</b> | <b>\$ 33,106.00</b>   | <b>\$ 25,360.31</b>                                   |

ANNUAL REPORT 2020  
PROBATION/RESTITUTION

| MONTH         | 2018                | 2019                | 2020  |
|---------------|---------------------|---------------------|---|
|               |                     |                     | <b>RESTITUTION PAYMENTS</b>   |
| January       | \$ 1,294.08         | \$ 370.00           | \$ 1,357.75   |
| February      | \$ 1,134.06         | \$ 1,636.50         | \$ 1,781.44   |
| March         | \$ 3,898.00         | \$ 2,360.39         | \$ 1,306.25   |
| April         | \$ 3,476.22         | \$ 1,269.00         | \$ 1,234.00   |
| May           | \$ 988.00           | \$ 609.32           | \$ 183.00   |
| June          | \$ 410.00           | \$ 889.71           | \$ 1,817.00   |
| July          | \$ 3,748.81         | \$ 5,190.00         | \$ 1,102.00   |
| August        | \$ 1,055.50         | \$ 3,709.13         | \$ 752.00   |
| September     | \$ 561.34           | \$ 1,187.00         | \$ 3,259.71   |
| October       | \$ 1,386.91         | \$ 4,082.49         | \$ 828.28   |
| November      | \$ 1,153.50         | \$ 3,719.74         | Probation & Restitution<br>Consolidated with Criminal<br>Financials November &<br>December 2020 |
| December      | \$ 1,466.50         | \$ 480.00           |   |
| <b>TOTALS</b> | <b>\$ 20,572.92</b> | <b>\$ 25,503.28</b> | <b>\$ 13,621.43</b>   |