

MARTIN E. HUBBELL

Judge

KRISTY WHALEY

Director of Court Administration
and Probation

LORI WASSON

Clerk of Courts

March 6, 2023

Mayor Mark Messer and members of the Lebanon City Council
Warren County Board of Commissioners
Residents of the City of Lebanon and Turtlecreek Township

Ladies and Gentlemen,

Pursuant to Revised Code §1901.14(A)(4), the Lebanon Municipal Court presents its 2022 Annual Report. Within this Report you will find a statement of receipts and expenditures from our civil division, criminal division, and probation department, as well as a summary of our annual case load with historical comparisons. In addition, I will highlight our 2022 operations and provide a forecast for 2023.

The Lebanon Municipal Court serves the City of Lebanon and Turtlecreek Township. We accept criminal and traffic filings from four police agencies: the City of Lebanon Police Department, Warren County Sheriff's Office, Ohio State Highway Patrol, and the City of Monroe Police Department. Our Court handles approximately 6,000 cases per year.

Year in Review – 2022

My term started on January 1, 2022, and we hit the ground running. My first order of business was to hire a Court Administrator, a necessary position that did not previously exist in our Court. My judicial position is part-time, and I needed someone at the Court to oversee day to day activities. Kristy Whaley agreed to serve in this role and she has exceeded all expectations.

We started by taking a fresh look at all of the Court's operations. In everything we did, we strove to follow our two guiding principles: professionalism and efficiency. We rewrote our local rules, updated our forms, and adjusted our court costs to be consistent with sister courts. These changes went into effect on May 1, 2022.

We have already seen early returns. Our gross receipts increased over 20% from 2021, to \$982,752, with similar case totals for those two years. This amount is \$160,000 more than our court has ever collected in a single year. We have made an organizational effort and devoted additional court time to collect outstanding balances owed.

Historically, the Court operates under a deficit, usually between \$200,000 to \$325,000 per year. This should not be surprising, as the vast majority of courts do not "make" money. And I do not view that as the primary function of a court. But I do expect our recent changes to increase our gross receipts again in 2023.

LEBANON MUNICIPAL COURT

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We will continue to look at our operations to find ways to save money, and close or eliminate the gap. I do not know if we can be self-sustaining; there are a lot of factors outside of the Court's control that impact our bottom line. But the cost to our taxpayers is a consideration in everything we do.

Increase in Expenditures

We had two main increases in our court operations: (1) health care/workers' compensation; and (2) salary increases.

First, our health insurance cost increased \$36,000 in 2023, or 27%; our Medicare cost increased \$1,405.09, or 16%. Our workers' compensation expense increased from \$952 in 2022, to \$11,328 in 2023.

Second, we needed to address the compensation for our clerk of court staff. When I started, I quickly learned our clerks were overworked and underpaid. Our clerks handle more cases per person than any other court I audited. And they were asked to do so while being paid less than their peers at other courts. This is obviously bad business.

Our clerks are the lifeblood of our organization. We will continue to ask them to do more, but will make sure they are compensated accordingly.

Efficiency and Grant Funding

We continue to address all of our operations to become more efficient. Our focus at the present time is our clerk's office, and for good reason. Our clerks can only be asked to do more if we provide them with the necessary tools to do so. Our staff is currently using a case management software from 2000, including an operable and necessary dot matrix printer (this is not a joke).

Kristy successfully applied for a \$115,000 grant¹ from the Ohio Supreme Court to update our software. This is scheduled to be installed in April 2023. We are very proud to address this glaring need without adding to our budget.

We will continue to aggressively seek grant funding opportunities. As of this writing, Kristy is working with our staff to submit another grant application to update our in-court operations.

Change in Leadership

We said goodbye to our friend and longtime Clerk of Court, Brenda Morgan. She retired at the end of 2022 with 42 years of service in the clerk's office. She started while in high school and has worked for every Judge who has served in the Lebanon Municipal Court. She will be greatly missed.

Chief Deputy Clerk Lori Wasson was sworn in as our new Clerk of Court. I have worked alongside Lori for several years and am confident she will meet the challenges ahead.

¹ This grant money is not included in the Court's gross receipts of \$982,752.

2023 Forecast

This spring *Marsy's Law* will be updated significantly. *Marsy's Law* is a number of different statutes that codify the 2017 Crime Victims Amendment to the Ohio Constitution. This implementation will require increased cooperation between law enforcement, our Prosecuting Attorney, and the Court. I do not expect any issues.

This April will also see a radical change in Ohio's speeding statutes. Effective April 4, 2023, it will be a jailable offense for speeding 35 mph in a 25 mph zone in a business district of a municipal corporation, 50 mph in a 35 mph zone within other portions of the municipal corporation, or 35 mph in a school zone. There are other recently enacted provisions that can enhance a speeding offense to a fourth degree misdemeanor when you have prior offenses within 12 months. Those charged will have to appear in court instead of paying a fine in advance², are eligible for a public defender if indigent, and will have the right to a trial by jury. I am cautiously pessimistic to see how these modifications will alter our day-to-day operations.

Once the bugs are worked out of our new case management software, we are going to move to online filing in our civil division. Currently the Ohio State Highway Patrol is the only agency that files electronic tickets in our Court. Eventually, we will be able to accept filings in all divisions.

Finally, we plan to work with law enforcement to implement electronic search warrants. Search warrants will still be available in the traditional manner. But the rules have been changed and we need to implement this process. This should save law enforcement hours and assist in our Court's desire to become more efficient.

Thank you

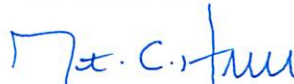
As expected, we faced some hurdles in our first year. We addressed unforeseen, timely issues that involved our partner agencies. Every time a problem arose, the person or persons I reached out to always made themselves immediately available with their time, experience, and problem-solving skills.

A special thanks goes out to Chief Jeff Mitchell, Cpt. Michael McCutchan, Warren County Sheriff Chief Deputy Barry Riley, Warren County Prosecuting Attorney David Fornshell, City Attorney Mark Yurick, City Manager Scott Brunka, and countless others.

I cannot stress enough how wonderful it is to have this job in our community. I have been to a number of judicial conferences in 2022. The complaints I hear from other judges are foreign to me. I have no turf wars. I see no red tape. The Court is blessed to have such cooperation and support.

Please do not hesitate to contact me with any questions.

Very truly yours,



Judge Martin E. Hubbell

² Our court has a bond schedule that sets forth when a defendant can "pay out" a ticket without appearing in court, with a set payment schedule. Our schedule can be found on our website: www.court.lebanonohio.gov

**2022 ANNUAL REPORT
LEBANON MUNICIPAL COURT
LEBANON, OHIO**

CRIMINAL DIVISION

TOTAL DISTRIBUTION I for 2022 \$884,347.87

TO: LEBANON CORPORATION \$559,992.49

City Ordinances, Fines & Forfeitures	\$67,758.00
Parking Tickets	\$0.00
Court Costs Collected	\$225,447.50
45% Highway Patrol	\$71,342.77
Probation Fees	\$90,629.20
Enforcement & Education Fund	\$2,943.00
Unclaimed Funds	\$2,195.00
Interest Earned	\$11.48
Incarceration Fees	\$620.75
Indigent's Driver Program	\$2,250.00
Computerized Legal Research	\$204.50
DUI Housing	\$5,259.00
Drug Fund	\$650.00
Computer Fund	\$9,530.00
Special Projects Fund	\$53,569.29
Alcohol Substance Abuse Fund	\$20,075.00
Indigent Defense Support Fund (IDIF)	\$4,000.00
Indigent Drivers Alcohol Treatment Fund (\$3,507.00

TO: TREASURER, WARREN COUNTY \$90,257.55

State Statutes, Fines, Forfeitures	\$18,895.23
Uniform Traffic Tickets	\$28,001.00
10% Highway Patrol	\$17,834.32
Dog Warden, Fines & Forfeitures	\$1,260.00
Liquor Violations	\$260.00
Public Defender Fees	\$1,850.00
County Highway Maintenance	\$22,157.00

TO: TREASURER, STATE OF OHIO \$201,183.84

45% Highway Patrol	\$89,166.09
Victims of Crime Fund	\$24,325.00
General Revenue Fund	\$209.00
Fines & Forfeitures, Seat Belts	\$3,140.00
Liquor Violations	\$260.00
Expungements	\$1,020.00
Highway Safety	\$50.00

Indigent Defense Support Fund (IDSF)	\$6,940.00
Drug Law Fund (DEFC)	\$7,924.00
Indigent Defendant Support (IDFC)	\$65,865.81
Bail Bond Surcharge (FBB)	\$2,029.25
Justice Program Service Fund (JPSF)	\$254.65

TO: OHIO STATE HIGHWAY PATROL	\$1,703.00
TO: WARREN COUNTY SHERIFF, DUI ARRESTS	\$275.00
TO: MONROE POLICE DEPARTMENT, DUI ARRESTS	\$25.00
TO: OHIO BOARD OF PHARMACY	\$700.00
TO: OHIO STATE HIGHWAY PATROL POST 83, DRUG ARRESTS	\$980.00
TO: WARREN COUNTY SHERIFF, DRUG ARRESTS	\$250.00
TO: BUREAU OF MOTOR VEHICLES, LICENSE FORFEITURE RELEASES	\$0.00
TO: BUREAU OF MOTOR VEHICLES, WARRANT BLOCKS	\$90.00
TO: WARREN COUNTY SHERIFF	\$2,241.22
TO: CAPITAL RECOVERY	\$26,374.77
TO: OHIO DEPARTMENT OF NATURAL RESOURCES	\$275.00

CASES FILED IN 2022

334 Felony Cases
795 Misdemeanor Cases
 1129 Total Criminal Cases filed

243 DUI Cases
 2606 Misdemeanor Traffic Cases
 2849 Total traffic cases filed

CIVIL DIVISION

TOTAL DISTRIBUTION FOR 2022 \$98,404.16

TO: LEBANON CORPORATION \$82,665.49

Clerk & Bailiff Fees, Civil	\$79,146.66
Clerk & Bailiff Fees, Small Claims	\$3,048.50
State Administrative Fees	\$158.33
Computerized Legal Research	\$312.00

TO: TREASURER, STATE OF OHIO \$15,674.67

TO: WARREN COUNTY SHERIFF \$64.00

CASES FILED IN 2022

553 Regular Civil Cases Filed
38 Small Claims Cases Filed
591 Total Cases Filed

I, Lori Wasson, Clerk of the Lebanon Municipal Court, certify the foregoing record of funds received and distributed for the year 2022 as true and correct. A copy of said report was delivered to the City Auditor, Warren County Auditor, and Judge Martin E. Hubbell this 2ND day of FEBRUARY 2023.



Clerk - Lebanon Municipal Court

Historical Gross Receipts

Year	Amount
2018	821,743
2019	760,457
2020	619,757
2021	815,655
2022	982,752



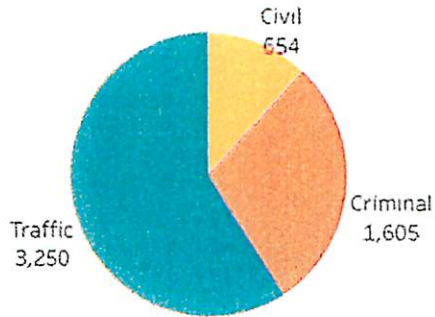
Lebanon Municipal Court
Court Expenses 2020-2022

	2020 Actual	2021 Actual	2022 Actual
5000 MUNICIPAL COURT			
51 PERSONNEL SERVICE			
101-5000-51101 SALARIES	290,709.11	282,882.26	344,129.43
101-5000-51103 PART-TIME/SEASONAL	128,625.25	137,272.41	98,408.75
101-5000-51104 OVERTIME	1,906.76	1,295.11	8,972.94
101-5000-51106 RETIREMENT PAYOUT	0.00	0.00	0.00
101-5000-51201 PERS	59,220.72	58,799.02	62,731.92
101-5000-51202 WORKMANS COMP	6,059.43	709.51	7,838.93
101-5000-51204 SELF INSURANCE REIMBURSEMENT	80,000.00	84,000.00	112,000.00
101-5000-51205 MEDICARE	5,925.99	5,939.63	6,372.92
101-5000-51245 COVID SALARIES/BENEFITS	2,724.80	0.00	0.00
Total 51 PERSONNEL SERVICE	575,172.06	570,897.94	640,454.89
52 TRAVEL FOR TRAINING			
101-5000-52102 EDUCATION AND TRAINING	675.00	0.00	2,091.16
Total 52 TRAVEL FOR TRAINING	675.00	0.00	2,091.16
53 CONTRACTUAL SERVICE			
101-5000-53103 INSURANCE	453.59	572.56	638.42
101-5000-53104 MEMBERSHIPS & SUBSCRIPTIONS	1,385.00	1,167.50	1,020.00
101-5000-53108 TELEPHONE	0.00	0.00	543.51
101-5000-53111 POSTAGE	9,483.12	7,101.74	11,900.90
101-5000-53113 LAW LIBRARY	24,850.70	35,040.65	33,462.19
101-5000-53115 CONTRACTUAL SERVICES	11,272.44	15,111.97	28,197.24
101-5000-53116 ATTORNEYS FOR INDIGENTS	12,315.00	5,895.00	789.50
101-5000-53117 VICTIM WITNESS ADVOCATE FEE	25,000.00	25,000.00	25,000.00
101-5000-53403 MAINT. & REPAIR-MV	244.21	653.25	193.75
101-5000-53503 MV-OPERATING EXPENSES	988.66	1,355.79	2,019.93
101-5000-53602 JURY & WITNESS FEES	561.00	0.00	0.00
101-5000-53910 AUTO MAINTENANCE	1,419.00	1,578.34	1,739.25
Total 53 CONTRACTUAL SERVICE	87,972.72	93,476.80	105,504.69
54 OTHER EXPENSE			
101-5000-54102 OFFICE SUPPLIES	6,523.32	4,065.82	4,379.57
101-5000-54303 OTHER OPERATIONAL EXPENSES	83.31	1,402.76	1,968.19
Total 54 OTHER EXPENSE	6,606.63	5,468.58	6,347.76
Total 5000 MUNICIPAL COURT	670,426.41	669,843.32	754,398.50

Lebanon Municipal Court
 Probation Department Expenses 2020-2022

	2020 Actual	2021 Actual	2022 Actual
5500 DIVISION OF PROBATION			
51 PERSONNEL SERVICE			
101-5500-51101 SALARIES	189,960.75	198,210.36	265,972.00
101-5500-51104 OVERTIME	115.24	188.99	3,746.49
101-5500-51201 PERS	27,028.16	27,775.90	37,620.70
101-5500-51202 WORKMENS COMP	2,659.04	243.29	3,490.05
101-5500-51204 SELF INSURANCE REIMBURSEMENT	40,000.00	48,000.00	56,000.00
101-5500-51205 MEDICARE	2,742.54	2,828.71	3,861.51
101-5500-51245 COVID SALARIES/BENEFITS	2,980.72	0.00	0.00
Total 51 PERSONNEL SERVICE	265,486.45	277,247.25	370,690.75
52 TRAVEL FOR TRAINING			
101-5500-52102 EDUCATION AND TRAINING	576.00	1,388.18	1,407.84
Total 52 TRAVEL FOR TRAINING	576.00	1,388.18	1,407.84
53 CONTRACTUAL SERVICE			
101-5500-53104 MEMBERSHIPS & SUBSCRIPTIONS	300.00	435.00	400.00
101-5500-53108 TELEPHONE	580.16	473.81	1,740.08
101-5500-53111 POSTAGE	0.00	103.33	0.36
101-5500-53115 CONTRACTUAL SERVICES	6,604.88	6,936.45	1,785.98
101-5500-53406 MAINT & REPAIR OFFICE MACHINES	256.18	0.00	4,386.06
Total 53 CONTRACTUAL SERVICE	7,741.22	7,948.59	8,312.48
54 OTHER EXPENSE			
101-5500-54102 OFFICE SUPPLIES	1,612.56	1,149.54	1,358.20
101-5500-54303 OTHER OPERATIONAL EXPENSES	2,304.54	1,033.66	1,648.78
Total 54 OTHER EXPENSE	3,917.10	2,183.20	3,006.98
Total 5500 DIVISION OF PROBATION	277,720.77	288,767.22	383,418.05

Average Incoming Cases Per Judge, by Case Category, 2022
Lebanon MC



**Total Number of cases filed in the Lebanon Municipal Court
(criminal, traffic, and civil)**

2022 - 5,509
2021 - 5,499
2020 - 4,720
2019 - 6,510
2018 - 6,508
2017 - 7,078

A complete breakdown of the cases heard, decided, and settled can be located on the Ohio Supreme Court's website:

<https://www.supremecourt.ohio.gov/courts/services-to-courts/court-services/dashboards/>