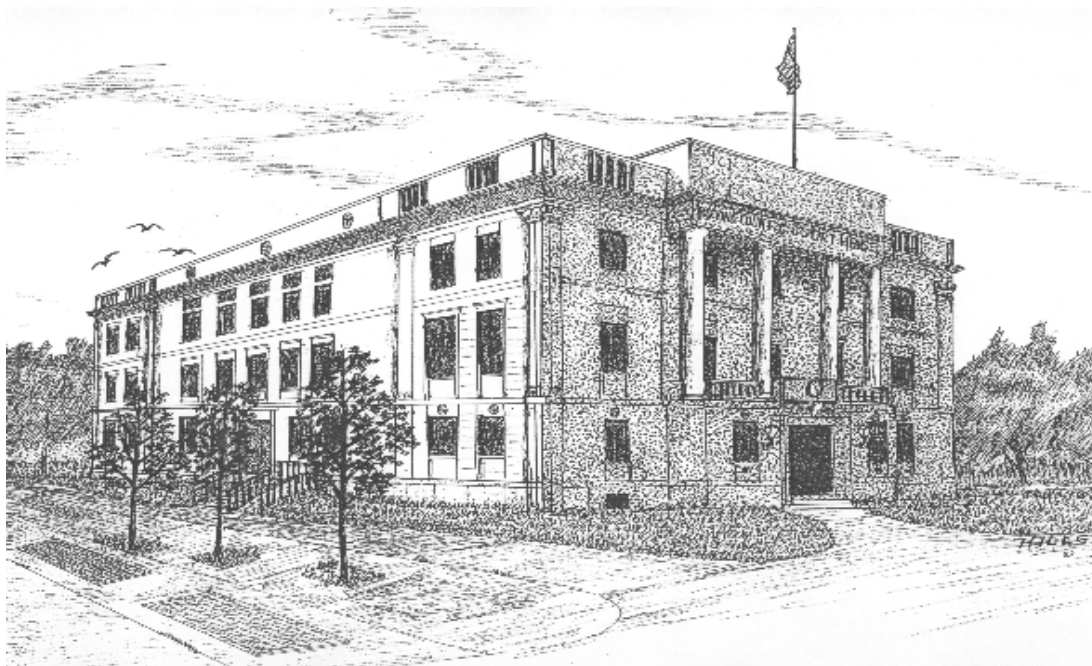


# HOCKING COUNTY

## 2010 POPULAR ANNUAL FINANCIAL REPORT



Prepared by:

Kenneth R. Wilson, CPM, AAS  
Hocking County Auditor

## *About the Cover*

*The artwork for the cover page of the Hocking  
County Courthouse was made courtesy of  
Floyd Hiles, deceased, Logan, Ohio.*



**KENNETH R. WILSON**  
**AUDITOR OF HOCKING COUNTY**  
**1 EAST MAIN STREET, COURTHOUSE**  
**LOGAN, OHIO 43138**  
**PHONE (740) 385-2127 FAX (740) 385-9888**  
**Email: [kwilson@co.hocking.oh.us](mailto:kwilson@co.hocking.oh.us)**



**KENNETH R. WILSON**  
HOCKING COUNTY AUDITOR

To the Citizens of Hocking County:

We are pleased to present for the thirteenth time the Hocking County Popular Annual Financial Report (PAFR) for the fiscal year ended December 31, 2010. Some of the information included in this report comes from our Basic Financial Statements which have been audited by J. L. Uhrig & Associates, Inc., Certified Public Accountants. The PAFR is unaudited and is presented on a non-GAAP basis. The major difference between GAAP and non-GAAP reporting deals with not including component units and in the presentation of segregated funds, as well as full disclosure of all material and non-financial events in notes to the basic financial statements.

The other non-financial information has been compiled in conjunction with the other departments and agencies within Hocking County and the dedicated efforts of my staff, which I sincerely appreciate.

This report is designed to provide an easily understood financial analysis of the County's revenues and expenditures, and some general information about our County government. It summarizes Hocking County's financial data and includes charts indicating our economic and local trends. It is being provided to make our County government more accountable to you.

A section of the report that may be of interest to you is the County Departments and Agencies starting on page 11. This section provides a description of each office with key information related to the department or agency where such information was made available to us.

Thank you for having an interest in the operation of our County Government and taking time to review this report. I welcome any comments or suggestions concerning this report or any part of my office.

Respectfully submitted,

Kenneth R. Wilson, CPM, AAS  
Hocking County Auditor

**Elected Officials...**

Board of County Commissioners.....

Greg Green, President  
Sandra Ogle, Vice President  
John Walker, Commissioner

**Other Elected Officials...**

Auditor.....  
Clerk of Courts.....  
Common Pleas Court.....  
Coroner.....  
Engineer.....  
Logan Municipal Court.....  
Probate/Juvenile Court.....  
Prosecutor.....  
Recorder.....  
Sheriff.....  
Treasurer.....

Kenneth Wilson  
Narcie Stahr  
Judge Thomas Gerken  
David Cummin  
William Shaw  
Judge John T. Wallace  
Judge Richard M. Wallar  
Laina Fetherolf  
Sandra K. Leach-Hunt  
Lanny North  
Diane Sargent

**Appointed Officials...**

Board of Elections Director.....  
Children’s Services Director.....  
Dog Warden.....  
Emergency Management Director.....  
Emergency Medical Services Director.....  
Family & Children First Council Director.....  
Logan-Hocking District Board of Health Administrator.....  
Job and Family Services/CSEA Director.....  
Hocking County board of Developmental Disabilities  
Superintendent.....  
SHSC Director.....  
Veterans Service Officer.....  
Hocking County 911 Director.....  
Hocking County Regional Planning Commission.....  
Hocking County Soil and Water Conservation District-  
Chairman.....  
Sewer District Superintendent.....  
Safety Director.....

Sue Wallace  
Catherine Hill  
Donald L. Kiger, Jr.  
Susan Rauber  
Steve Brown  
Misty Milstead  
Doug Fisher  
Robert Smith  
  
Benjamin Hollinger  
Marjorie Moore  
Timothy Woodgeard  
Sandy Wintermute  
Audie L. Wykle  
  
Clark Sheets, Jr.  
Kevin L. Loudin  
Marjorie Davis

## **ABOUT THE COUNTY**

### A Brief History of Hocking County

The County was formed by an Act of the Ohio General Assembly on March 1, 1818. Hocking County derived its name from the Indian word “Hoch-Hoch-ing” which meant “a bottle”. The Hocking River flows through the County, which was once claimed by the Wyandot Indians. The elected three-member Board of County Commissioners acts as both the legislative and executive branch of the County. Each Commissioner serves a term of four years. In addition to the County Auditor, who serves as the chief fiscal officer, there are seven elected administrative officials who operate independently as set forth by Ohio law. These officials are: Clerk of Courts, Coroner, Engineer, Prosecuting Attorney, Recorder, Sheriff, and Treasurer. All of these officials serve four-year terms. There are also several judges including: Municipal Court, Common Pleas Court, and Probate/Juvenile Court. Their terms vary according to their respective offices.

### Overview of Hocking County

The unemployment rate for Hocking County originally declined from 10.2 percent in 1993 to a low of 6 percent in 1997 and some economic improvement in 2010 shows the unemployment rate at 10.5 percent at December 2010. The County had a lower unemployment rate than more than half of the other counties in the state. As the Largest Taxpayers on Page 9 shows, Hocking County has a very strong tax base. In addition, the Hocking County Top Employers on page 10 shows that Hocking County has a strong industrial/commercial base upon which to grow. Hocking County is on the fringe of the Columbus metropolitan area. With the completion of the Route 33 bypass around Lancaster, Hocking County is even more accessible than before. Its location and proximity to Columbus, Lancaster, and Athens make Hocking County an ideal choice to locate for both business and individuals.

Pages 4 through 8 of this report provide summary financial information about the County. The County is growing and is financially strong. The 2010 census reflects a 4% population growth.

Pages 11 through 43 of this report provide detail regarding individual departments and agencies of the County. This section is very informative and can help readers obtain a thorough understanding of Hocking County’s operations.

## **FINANCIAL ACTIVITY STATEMENT HOCKING COUNTY, OHIO**

### **SUMMARY**

The Financial Activity Statement, known in accounting terms as the “Income Statement”, is designed to provide a record of the money received and spent during the year. Descriptions of the resources (revenues) and services (expenditures) are shown on the following pages.

#### **Resources (Revenues)**

Resources received are monies the County receives from a variety of sources in order to pay for the Services it provides.

Taxes are resources that include sales tax, real estate tax, personal property tax, and a variety of other smaller taxes.

Charges for Services are resources from various County departments and agencies for fees paid to them by the public such as court costs and fees for recording deeds and transferring property.

Licenses & Permits are revenues from the selling of vendor licenses, dog licenses and other items.

Fines and Forfeitures are the resources derived from fines levied in the Courts and the money received from a variety of forfeitures, including drug arrests and seized property.

Intergovernmental Revenues are resources received from direct grants and funding from the State of Ohio, the Federal Government and other local governments.

Special Assessments are amounts levied on real estate tax bills by the County and other local governments for providing improvements such as ditches, water and sewer service, curbs, and lighting.

Investment Earnings are the earnings of the County Treasurer’s investments.

All Other Revenues are those revenues received that do not fit into the other designated categories, such as refunds, election expenses, sale of personal property, rent, unexpended allowances, and unclaimed money.

#### **Services Rendered (Expenditures)**

Services rendered are the funds spent to provide services to citizens.

Legislative and Executive expenditures are the expenses incurred for administrative offices including the Auditor, Commissioners, Prosecutor, Recorder, Certificate of Title, and Treasurer.

Judicial expenditures are the costs of administering justice through the Hocking County Courts, which include the Common Pleas Court, Probate/Juvenile Courts, and the Municipal Court.

Public Safety expenditures are the costs of the Coroner, Emergency Management Agency, and the Sheriff.

Public Works expenditures are the costs incurred to maintain County roads and bridges.

Health Expenditures include services provided by the Board of Developmental Disabilities to maintain public health, and the Emergency Medical Services Department. The Logan-Hocking District Board of Health also incurs health expenditures; however, they are not part of the County’s reporting entity, so their expenditures are not included in the County’s financial statements.

Human Services expenses include the costs of the Human Services Department (includes Child Support Enforcement Agency), Children Services Board, Senior Citizens, Veterans Services, and other related areas.

**Services Rendered (Expenditures) (Continued)**

Conservation and Recreation expenditures are the costs for preserving County lands.

Economic Development and Assistance expenditures include monies expended for improvement and further development within the County primarily through monies provided through Community Development Block Grants.

Intergovernmental and Other expenditures represent monies expended for categories which don't fall into the other categories.

Capital Outlay is expenditures for the purchase, acquisition and construction of improvements to County buildings, land, equipment, vehicles and infrastructure.

Debt Service expenditures are the costs of paying interest and principal on County debt.

**Financial Activity Statement**  
**General County Government**  
For the Fiscal Year Ended December 31, 2010  
Hocking County, Ohio

**Revenues (Resources Taken In):**

Taxes	\$ 8,882,855
Charges for Services	1,905,913
Licenses and Permits	91,055
Fines and Forfeitures	1,160,648
Intergovernmental	15,319,845
Special Assessments	7,402
Investment Earnings	313,551
All Other Revenues	1,121,125
<b>Total Revenues &amp; Resources</b>	<b>\$ 28,802,394</b>

**Expenditures (Services Provided):**

Current:

General Government:

Legislative and Executive	\$ 2,919,892
Judicial	2,203,553
Public Safety	3,401,448
Public Works	6,526,449
Health	5,431,781
Human Services	6,169,917
Economic Development and Assistance	290,522
Conservation and Recreation	210,000
Intergovernmental	21,308
Capital Outlay	296,150

Debt Service:

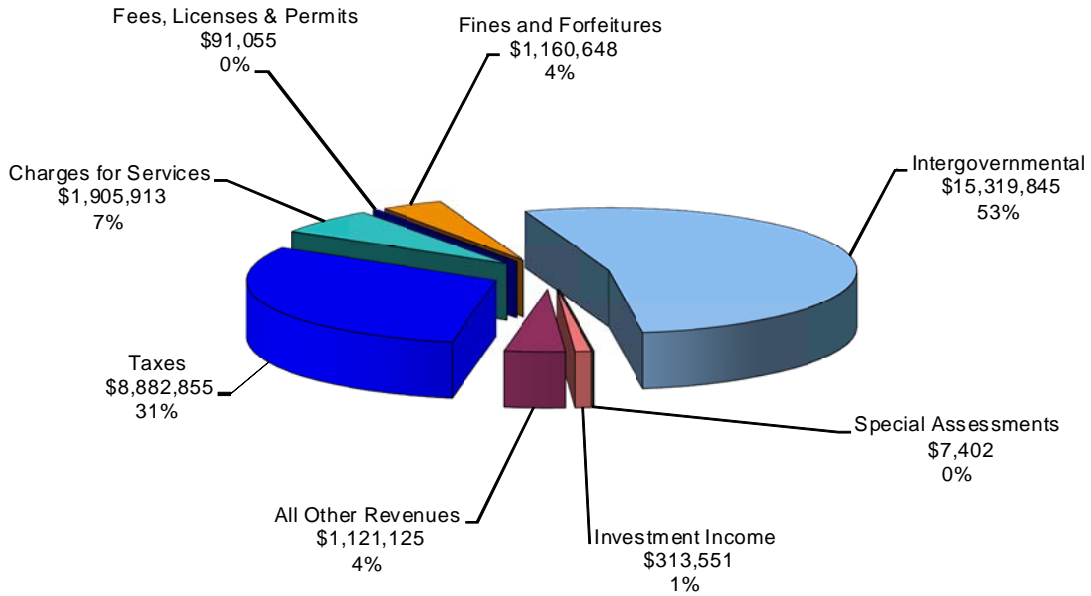
Principal Retirement	187,446
Interest and Fiscal Charges	39,098

**Total Expenditures & Services** **\$ 27,697,564**

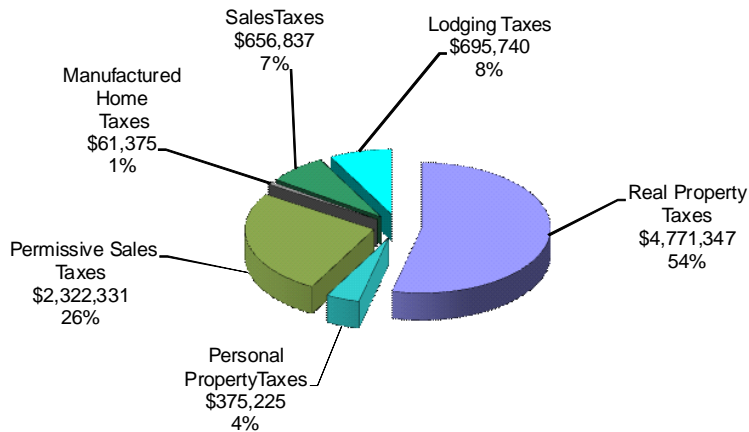
**Revenues & Resources**

**Over Expenditures & Services** **\$ 1,104,830**

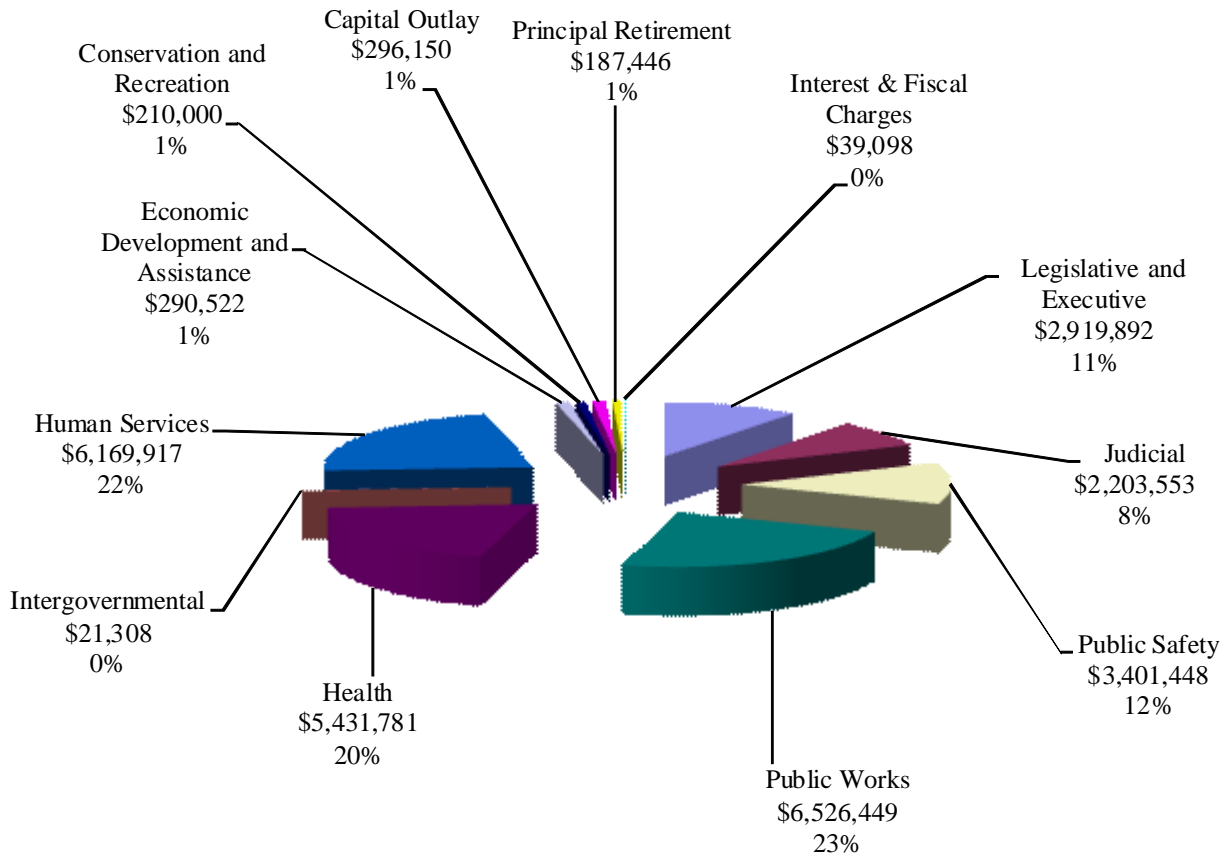
## HOCKING COUNTY - 2010 WHERE THE MONEY COMES FROM RESOURCES RECEIVED - \$28,802,394



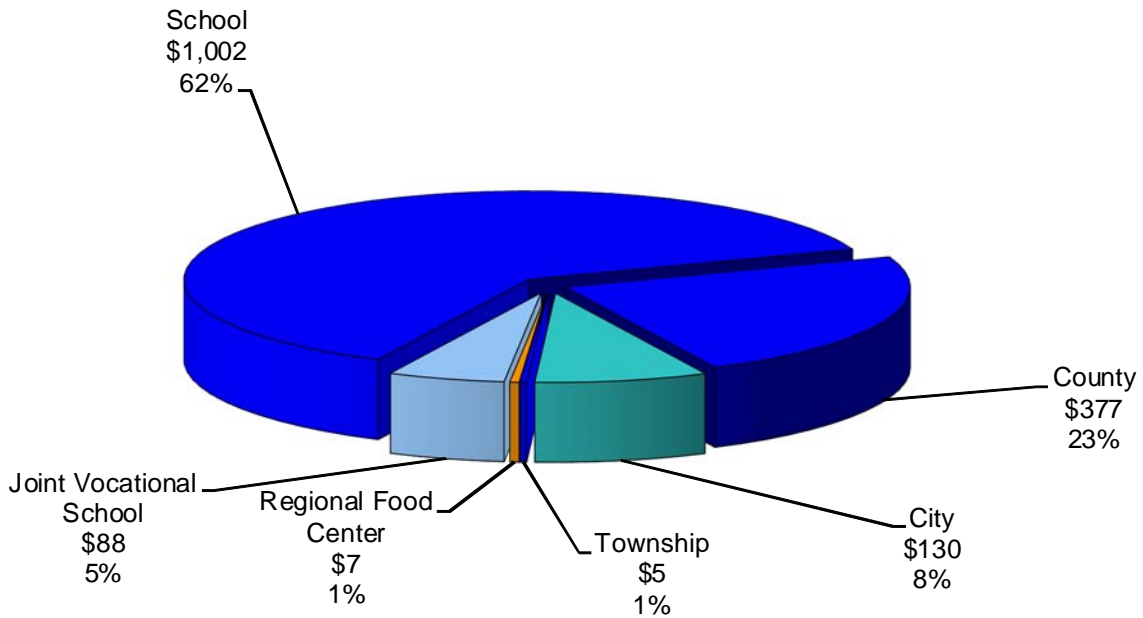
## HOCKING COUNTY - 2010 DETAIL OF TAXES BY TYPE \$8,882,855



# HOCKING COUNTY - 2010 WHERE THE MONEY GOES SERVICES RENDERED - \$27,697,564

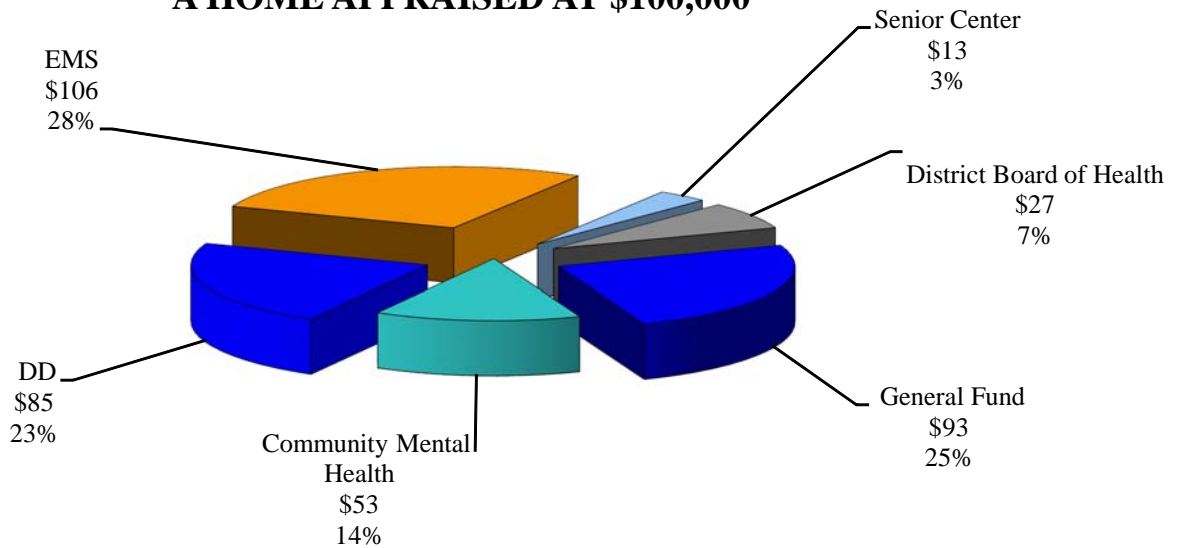


**HOCKING COUNTY - 2010  
 ALLOCATION OF TAX REVENUE ON A HOME  
 WITH AN APPRAISED VALUE OF \$100,000  
 TOTAL TAX LEVIED - \$1,609\***



\* Tax calculation based on a tax value of 35% and an effective rate of 45.958211 mills.

**HOCKING COUNTY - 2010  
 ALLOCATION OF TAX REVENUE (\$377)  
 WITHIN THE COUNTY GENERATED FROM  
 A HOME APPRAISED AT \$100,000**



## Hocking County - 10 Largest Real Estate Tax Payers in 2010

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Wal Mart	Retail	\$3,819,870
Smead Manufacturing Co.	Paper Products Mfg.	\$1,548,410
Camp-O Investments	Lodging	\$1,337,300
Rokeith Enterprises, Inc		\$1,303,670
The Kroger Co.	Retail	\$1,234,300
Amanda Bent Bolt	Bent Bolt Mfg.	\$1,119,030
Rocky Brands Retail	Warehouse	\$1,078,010
Bright-Logan LLC	Retail	\$1,053,920
G.E. Lighting	Glass Tubing Mfg.	\$1,011,170
Nazarene Church	Church	\$958,290

## Hocking County - 10 Largest Public Utilities Tax Payers in 2010

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Columbia Gas Transmission	Public Utility	\$29,718,600
Ohio Power Co.	Public Utility	\$7,899,600
Columbus Southern Power Co.	Public Utility	\$4,105,180
South Central Power	Public Utility	\$3,731,020
Columbia Gas of Ohio	Public Utility	\$2,649,440
Duke Energy Ohio, Inc.	Public Utility	\$912,450
Vectren Energy Delivery	Public Utility	\$542,450
East Ohio Gas Company	Public Utility	\$478,000
Indiana & Ohio Railway	Public Utility	\$56,300
General Electric Capital Commercial Inc.	Public Utility	\$49,940

Source: Hocking County Auditor

## Hocking County Top Employers 2010

Logan-Hocking Schools	480
Hocking Valley Community Hospital	380
Hocking County Government	350
Wal-Mart Stores	320
Smead Mfg.	204
Amanda Bent Bolt	159
Kilbarger	150
Logan Health Care	140
Hocking Valley Industries	114
General Electric	108

## **Hocking County Auditor's Office**

**Elected Official:** Kenneth R. Wilson, CPM, AAS

**Number of Employees as of 12/31/10:** 8 full time

### **Primary Purpose of Department:**

- Administration and Distribution of Tax Revenues
- Accounting for All County Funds
- Administration of County Payroll
- Produce Official Financial Reports for County, State and Federal Governments
- Assessment of Real Property Value
- Administration of County Tax Mapping
- Coordinate Annual County Single Audit
- Administration of County Data Processing Center

The County Auditor is the Chief Fiscal Officer in Hocking County (the County). It is his responsibility to account for the millions of dollars received each year by the County and to issue warrants (checks) in payment of all County obligations, including the distribution of tax dollars to the townships, villages, cities, school districts and library systems as well as other county agencies. The Auditor's Office is the watchdog over all county funds and maintains the official records of all receipts, disbursements and fund balances. It is the Auditor's responsibility to serve as the paymaster for all County employees.

The Auditor's Office also distributes motor vehicle license fees, gasoline taxes, estate taxes, fines and local government funds in addition to real estate, personal property and manufactured home taxes.

As Chief Fiscal Officer in the County, the Auditor is required by law to prepare the County's annual financial report. The County prepares their basic financial statements in accordance with accounting principles generally accepted in the United States of America.

### **Manufactured Housing**

Under Ohio law, it is the responsibility of owners of manufactured homes (house trailers) to register their homes with the County Auditor for tax purposes. Annually, the Auditor's office assesses each manufactured home and prepares a tax list. Tax bills are sent to each owner semi-annually. The house trailer tax is distributed back to the local taxing districts in the same manner as real estate taxes. There are over 2,272 manufactured homes on the tax lists.

### **Homestead Exemption and Property Tax Rollback**

Real estate property tax rollback and homestead exemptions are forms of property tax relief. Every property taxpayer receives the 10% tax rollback. This became law a number of years ago with the enactment of the state income tax. The Auditor's office also administers the 2.5% Property Tax Reduction Law passed in 1979 for residential and agricultural parcels on which there is a home site occupied by the owner. In addition, senior citizens and the permanently disabled are eligible to receive the homestead exemptions (reduction in real estate taxes) within new state guidelines. Applications are available at the Auditor's Office. Manufactured homes are also included in this homestead program.

## Hocking County Auditor's Office (Continued)

### Estate Tax

The County Auditor acts as an agent for the Tax Commissioner of Ohio and is responsible for auditing the lock boxes of decedents who resided in the County, upon request. The Auditor's office distributes the monies collected from this source to the taxing district in which the decedent had resided or owned property.

### Real Estate Appraisal and Assessment

The County has approximately 20,796 separate parcels of real property. It is the duty of the Auditor to see that every parcel of land and the buildings thereon is fairly and uniformly appraised and assessed for tax purposes. Ohio law mandates a general reappraisal every six years with an update at the three-year midpoint. The office maintains a detailed record of the appraisal on each parcel in the County. These records are open for public inspection. For taxation purposes, property tax owners are assessed at 35% of fair market value.

### Special Assessments

Special assessments are not part of the real estate tax, but are included as a separate item on the real estate tax bill. These could include such items as ditch assessments, improvement levies such as street paving, curbs, lighting, sidewalks and sewer or water lines. The Auditor is required by law to keep an accounting of these special assessments, to place them on the tax duplicate as separate items, and to return the money collected to the city, village, township or county office, which levied the assessment.

### Real Estate Taxes and Rates

- Administration of Special Assessments
- Preparation of General Tax List
- Administration of Tax Refunds and Abatements

Under law, the County Auditor cannot raise or lower property taxes. Tax rates are determined by the budgetary requests of each governmental unit, as authorized by the vote of the people, and are computed in strict accordance with procedures required by the Division of Tax Equalization, Ohio Department of Taxation. Annually, the Auditor prepares the General Tax List. The tax bill is based on the tax rate multiplied by the valuation on this tax list. This is your proportional share of the cost of operating the local government including schools, townships, villages and the county. Ohio law limits the amount of taxation without a vote of the people to what is known as the "10 mill limitation" (\$10.00 per \$1,000 of assessed valuation). County residents must vote any additional real estate taxes for any purpose. Your "tax rate" is an accumulation of all these levies and bond issues.

### Personal Property Taxes

The County Auditor, as an agent for the Ohio Department of Taxation, is responsible for administering the tangible personal property tax laws. The tangible personal property tax continues its gradual phase out which will end over the next few years for various taxing districts. The County will continue to monitor the financial impact of these changes.

## **Hocking County Auditor's Office (Continued)**

### Weights and Measures

The Auditor is the Sealer of Weights and Measures for the entire County, thus protecting the general public from the possible loss that may occur from faulty measuring devices, such as scales and pumps. The Auditor is charged with the responsibility of ensuring that all State laws relating to weights and measures are strictly enforced. Sealers perform "spot-checks" on prepackaged items to test the weight of the contents. The Ohio Department of Agriculture certifies county sealers.

### Tax Mapping

The Auditor is responsible for the management and administration of the Tax Mapping Department with two full time and one part time employees. This area is responsible for the updating, maintenance, and assistance for access to tax map files. These employees are also completing the conversion from a manual paper mapping system to a digitized computer mapping system.

### Licensing

The Auditor's office is the focal point in the County for issuance of licenses for dogs, kennels, vendors and cigarettes. Dog licenses comprise the largest number of licenses sold. The annual dog registration is a service designed to benefit the animal, its owner and the community. Vendor licenses authorize businesses to sell tangible property to the public and collect sales tax, a part of which is returned for use on the local level.

### Data Processing

The Auditor is responsible for the management of the County's accounting, payroll, and property tax data processing systems. Improving financial and record keeping systems of the County will improve services, reduce costs and provide County officials with a modern management tool to better administer the business of government.

### Additional Duties of the County Auditor are as follows:

- Budget Commission, Secretary
- Board of Revision, Secretary
- Tax Incentive Review Council – Chairperson
- Records Commission – Member
- Financial Report Review Committee – Member
- Financial Committee S.E. Regional Jail – Nelsonville – Member
- Alternate Director – CEBCO Health Insurance Board
- Alternate Member – Buckeye Hills Regional Development Agency

### **Major Accomplishments during 2010:**

- Completion of 2010 Sexennial update of real property values.
- County's Tax Mapping Department conversion of new topographical contour overlays.
- Monitoring of Bureau of Workers Compensation Programs currently in place.
- Monitoring the CEBCO Health Insurance Program (year number 7).
- Serving as fiscal agent of the Hocking Valley Community Residential Center in Nelsonville.
- Upgrade of Data Processing Equipment to maintain local area network.

## **Hocking County Auditor's Office (Continued)**

### **Key Statistical Information for 2010:**

• Real Property Taxes -	\$23,288,977 distributed
• Personal Property Taxes -	\$ 663,264 distributed
• Manufactured Home Taxes -	\$ 380,760 distributed
• Payroll Checks -	2,244
• Direct Deposit Payroll-	7,672
• Voucher Checks -	11,950
• Vendor's Licenses -	65
• Dog Tags -	7,027
• Kennel Licenses -	91

### **Future Plans for Department:**

- Continued information sessions of Budgeting and Departmental Financial Planning at the local level with elected officials and department heads.
- Transition training of staff due to retirement of key employee.
- Upgrade of data processing software (computer systems) to maintain records and general operations and security of records.
- Training seminars and workshops for staff dealing with administrative and legislative changes.
- Computer staff training on use of personal computer functions.
- Assess existing job descriptions to address office needs over the next 5-8 years.
- Monitor and participate in the development of wireless broadband communications for the County.
- Watch for opportunities to partner on projects to be more cost efficient.
- Support and work with new independent public accounting firm with 2010 County single audit.
- Monitor and follow through with biennial State budget for 2012 & 2013.
- Work on implementation of LBRS mapping project upgrade.

## **Scenic Hills Senior Center**

**Executive Director:** Marjorie Moore

**Number of Employees as of 12/31/10:** 13

### **Primary Purpose of Department/ Agency:**

The primary purpose of Scenic Hills Senior Center is to provide high quality programs and services which enable Hocking County's older adults to lead productive, healthy, fulfilling and independent lives. Our center is open to individuals 55+ to offer a fun, safe environment for socialization, information and referrals, wellness and educational opportunities. Hocking County individuals 60+ are eligible for our programs: homemaker, medical escort (out-of-county) and in-county transportation. Scenic Hills is designated by the Ohio Department of Aging as the focal point in Hocking County for senior services. Many local agencies collaborate with the center to include a variety of services for our senior population.

## **Scenic Hills Senior Center (Continued)**

### **Major Accomplishments during 2010:**

- Events and fundraisers were held to promote awareness of the center and supplement levy funding for operation cost. (Cruise-In, Chinese Auction, Ice Cream Social, Valentine Lunch & Senior Day and much more)
- A spring and fall Health Fair was sponsored by Hocking Valley Community Hospital, Hocking County Health Department and Logan Health Care Center with an invitation to all agencies in the area providing senior services to attend.
- The Hocking County Health Department & Interim Helthcare conducted flu vaccine clinics at Logan and our satellite sights in Laurelville and Murray City.
- Logan Health Care Center, Interim Healthcare, Wal-Mart, Sterling House, Hocking Valley Community Hospital, Citizens Bank and Humana provided free monthly Bingo for our seniors.
- Heartland Fairfield provided monthly birthday cakes & free blood sugar checks monthly.
- Family Healthcare provides monthly blood pressure checks.
- Educational programs are provided by Hocking Valley Community Hospital monthly with topics of interest to seniors.
- Held the ninth annual “Cruise for Seniors” at Wal-Mart to raise money for the center in collaboration with Earth Angel and Wal-Mart.
- Many self-supporting recreation trips were taken in 2010, including: Savannah, New Orleans, Amish Country, Dinner Theaters, Ham and Eggs, Senior Day at the Parade of the Hills, Ohio State Fair, Parkersburg, basket weaving, plays, Marietta, Columbus Zoo, Franklin Park Conservatory, area movies, shopping and restaurants.
- Hocking College Nursing students held Nutrition Bingo at the center every quarter.
- Daily activities included: Bingo, Wii, Cornhole, Chair Volleyball, Cards, (Euchre and Bridge) Fellowship, Carry-In Wednesday Lunch, Chorus, Line-Dancing basic or advanced, Tai-Chi, Zumba and Billiards.
- The Scenic Hills Senior Center Chorus, let by Rita Boyle and Jack Stage, had several concerts throughout the year with terrific attendance. Many Chorus members performed solos.
- A lending library was added to the facility in August with a large collection of books that have been donated by our members for use free of charge.
- Free hearing tests were available at the center the second Friday of every month from Norvells.
- The Senior Center purchased a car for in and out of town usage, which is utilized to transport seniors to the congregate site and medical trips and for other stops within the county such as: banking, groceries, local physicians, hair appointments and shopping.
- Staff received training to better serve the population we serve. Optional CPR and First Aid classes were offered and several Homemakers participated. (mandatory for drivers)
- Obtained \$74,617 in grants to supplement levy for operation of senior programs.

### **Key Statistical Information for 2010:**

- Number of homemaker: 46 clients/ 2,800+ hours
- Number of transportation/medical escort: 297 clients/ 4,121 trips
- Number of miles driven by Scenic Hills Senior Center vans: 90,106
- Number of senior contacts made at center: 3,000+

## **Scenic Hills Senior Center (Continued)**

### **Future Plans for Department/ Agency:**

- Strive to make eligible individuals (55+) aware of benefits available at Scenic Hills.
- Continue programs for homebound seniors and transportation to those 60+ locally and out-of-county to increase duration of individuals remaining in their own homes.
- Involve seniors in advocacy efforts in contacting legislators to increase funding for senior centers.
- Build senior center exposure to all areas of Hocking County through projects, programs, media, etc., enabling us to reach more of the senior population in Hocking County.
- Continue growth in the RSVP (Retired Senior Volunteer Program, a nationally recognized volunteer program), with seniors assisting various agencies throughout Hocking County.
- Offer varied activities and opportunities to serve the needs of increasing numbers of seniors.
- Update 1978 facility as funds allow to meet the current needs of the center and senior population.

## **Hocking County Treasurer's Office**

**Name of Elected Official:** Diane S. Sargent

**Number of Employees as of 12/31/10:** 3

### **Primary Purpose(s) of Department:**

- County Treasurer receives all monies collected by various other County departments for fees and keeps a record of the deposits.
- Treasurer invests undisbursed funds for various periods of time, which earns money for the county's general fund and certain other funds.
- Treasurer must keep current and accurate accounting records.
- Daily financial statements are prepared and submitted to the County Auditor.
- Monthly financial statements are also prepared and submitted to the County Auditor.
- Treasurer redeems all warrants (checks) that are issued by the County Auditor.
- County Treasurer is the collector of all taxes for such taxing districts as schools, cities, townships and villages.
- Taxes collected by County Treasurer are:
  - Real Estate Taxes
  - Manufactured Home Taxes
  - Personal Property Tax
  - Audited Estate Taxes
  - Lodging Tax
  - Special Assessment Tax
- Other fees collected:
  - Cigarette License Fee
  - Vendor License Fee
  - County Sewer Fees
  - Fees, Fines and Miscellaneous moneys from all departments.

## **Hocking County Treasurer's Office (Continued)**

The County Treasurer is a member who serves on various boards for the County:

- Budget Commission
- Board of Revision
- Investment Advisory Board

### **Future Plans for Department:**

- Continue with the delinquent collection program for real estate and manufactured home taxes.
- Continue to educate the public about the payment plan options that are individualized to each customer's needs.
- Continue to promote the Pre-Pay Escrow program within the county. This is an option for real estate and manufactured home taxes.

## **Veterans Service Commission (VSC)**

**Name of Department Head:** Timothy J. Woodgeard (Service Officer)

**Number of Employees as of 12/31/10:** 8 - One full time Service Officer, one VSC Clerk, one VSC van driver and 5 VSC Board members

### **Primary Purpose(s) of Department /Agency:**

Transportation to the VA medical facilities within our district and also to provide assistance to the county veterans and eligible dependents with all applicable federal and state benefits.

## **Hocking County Board of Developmental Disabilities**

**Name of Department Head:** Benjamin Hollinger, Superintendent

**Number of Employees as of 12/31/10:** 42 County Board employees, 1 Mature Worker employee

### **Primary Purpose(s) of Department /Agency:**

The Hocking County Board of Developmental Disabilities (HCBDD) operates a county agency providing direct and contracted services on a daily basis for residents of Hocking County who have developmental disabilities. We provide quality services in compliance with applicable federal and state laws and regulations and operate programs in a fiscally responsible manner. The HCBDD believes that people with developmental disabilities are valuable citizens capable of learning and developing. The Board staff is committed to helping those individuals lead lives that are rich, full and of benefit to self and society. Over 325 Hocking County citizens with DD are enrolled and receive support/services on an on-going basis from our Board.

The volunteer Board provides oversight for services for the HCBDD. Board members for 2010 were: Ellen Riggs, President; Brenda Clary, Vice President; Sharon Yantes, Recording Secretary; Kirsten Carr, Carrie Cook-Porter, and Bill Henderson.

## **Hocking County Board of Developmental Disabilities (Continued)**

Services are available for individuals of all ages from birth through the whole span of life. Services are designed to assist the individual in acquiring the skills needed to live as independently as possible. Services include: Early Intervention (0 through 2 years of age); Help Me Grow (at risk families with children pre-natal through age two); School Age (3 years of age through age 21 or graduation); Adult Services (16 years of age throughout adulthood); Community Employment; Sheltered Employment; Family Support Services; Case Management/Service Coordination; Residential Support; Transportation; Habilitation; Ancillary Support Services (Occupational, Music, Speech & Physical Therapies); Nursing and Behavior Support.

### **Major Accomplishments during 2010:**

#### Administration/Adult Services

- Moved the sheltered workshop and The Employment Connection to the new location (the former Green Elementary school) at 15663 St. Rt. 595.
- After advocating for capital dollars, the Ohio Department of Developmental Disabilities (DODD) has made available \$540,000 to replace the boiler and window air conditioners with a modern HVAC system. Also, these dollars will be used to replace the roof at Hocking Valley Industries. Providing these upgrades allows the HCBDD to address their significant waiting list for their adult services program at Hocking Valley Industries.
- Received a five year accreditation from the Ohio Department of Developmental Disabilities. The five year accreditation is the highest achievement possible for the county boards.

#### Early Intervention

- Provided service to infants, toddlers, and preschoolers.
- The Help Me Grow program moved to the administrative building at 1369 E. Front St.
- Home-based Early Intervention services were available to all families who requested them.
- Provided more than 100 hours of therapy services.

#### Service & Support

- Expanded the habilitation service choices for individuals we serve.
- Expansion of collaboration projects with public schools and community entities.
- Continued to enhance the art program.
- Provided opportunities to consumers to improve their leadership activities.
- Family Support Services provided respite care, home modifications, adaptive equipment and other family driven supports.

#### Supported Housing

- In partnership with the Vinton County Housing Authority, the HCBDD maintains six homes throughout the county which allows up to 18 individuals to live independently.
- HCB continues to use available capital dollars from the Ohio Department of DD to upgrade these homes.

#### Residential Services

- Through the Medicaid waiver program the Board expanded residential services. The Board currently provides residential services to 95 individuals with development disabilities in Hocking County.
- Increased support to individuals in community residential settings so that the quality of their day to day experience is improved.

#### Vocational Services

- We currently employ approximately 70 individuals at the sheltered workshop and 26 individuals with disabilities working on the cleaning service.

## **Hocking County Board of Developmental Disabilities (Continued)**

- Sustained a grant from Rehabilitated Services Commission (RSC) to provide supported employment internships at various sites including Hocking College, Hocking Valley Community Hospital and Old Dutch Restaurant.
- Maintained a transitional grant from RSC to assist students transitioning from high school into the community to provide employment preparation and new opportunities for individuals other than the sheltered workshop.
- Successfully operated the concession stand at the Logan city pool during the summer.

### **Key Statistical Information for 2010:**

- Enrollment: 325 individuals.
- Thirty-six individuals participate in Can-Do Creations art program.
- A number of Special Olympics athletes participated in basketball, bowling, softball and track/field. Although not an official Special Olympics sport, cheerleading continues to allow additional individuals an opportunity to be involved.
- The Second Chapter Book Club continues to meet weekly at the Hocking County Historical Museum.
- Our vehicles traveled approximately 100,000 miles throughout Hocking County.
- Hocking Valley Industries cleaning service traveled more than 40,000 miles to various job sites in 2010.

### **Future Plans for Department/Agency:**

- Continue to develop work-alternatives for individuals who would prefer other meaningful activity or who do not benefit from production oriented tasks.
- Administer County Board programs through long term fiscal projections and planning, utilizing every available resource from local, state and federal funds.
- Will further improve upon the Administrative functions which will support responsible leadership.
- Will assure staff members are trained and are offered skill development to do what is expected of them and are supported through their supervisor to succeed.
- Will operate all board programs under applicable accreditation and quality assurance review criteria.
- Buildings, grounds and equipment shall reflect the needs of the individuals and families we serve.
- Continue to provide the most cost effective and complete transportation options possible.

## **Hocking County Coroner**

**Name of Elected Official:** David L. Cummin MD

**Number of Employees as of 12/31/10:** 2

### **Primary Purpose of Department/Agency:**

Death Investigation

## **Hocking County Juvenile Court**

**Name of Elected Official:** The Honorable Richard M Wallar, Judge

**Number of Employees as of 12/31/10:** 10

### **Primary Purpose of Department/Agency:**

- To provide for the care, protection, and development of children in a family environment when possible.
- To protect the constitutional and legal rights of all parties before the court
- To protect public safety

Hocking County Juvenile Court through grant awards and in-kind services received from the Ohio Department of Youth Services, Hocking County Commissioners, Logan-Hocking Local Schools, and the Athens, Hocking, and Vinton 317 Community Health Board and in addition through collaboration with Family and Children First Council, Hocking County Children's Services, TASC, Tri-County Mental Health and Counseling, and Health Recovery Services (Behavioral Health Care) programs and services for juveniles and their families have had a significant impact in our community.

Beginning in 1985 and continuing through 2010, Hocking County Juvenile Court, in cooperation with the aforementioned child and family serving agencies has developed and implemented prevention, diversion, intervention, treatment, and rehabilitation programming during the past year, namely: Probation and Rapid Response, EAGER (Elementary Activities for Growth and Encouragement of Responsibility) YESS (Youth Experiencing Success in School), Diversion, Work Restitution, Electronic Monitoring, Special Foster Care, Family and Children First Pooled Funding Out of Home Placement, Detention, and Reclaiming Futures Treatment Court.

## **Hocking County Probate Court**

**Name of Elected Official:** The Honorable Richard M. Wallar, Judge

**Number of Employees as of 12/31/10:** 1 full-time

### **Primary Purpose of Department/Agency:**

The Probate Court has many responsibilities. The Court is responsible for accepting and properly maintaining and processing filings in the following matters:

- Proper administration of decedent's estates.
- Safekeeping, probate and will contest of testamentary wills.
- To hear petitions for adoption.
- Grant marriage licenses.
- Determine need for involuntary hospitalization in mental illness cases.
- To hear change of name petitions.
- To direct and control the conduct of fiduciaries in decedent's estates, guardianships, trusts, and conservatorships.

## **Hocking County Probate Court (Continued)**

- To hear applications for appointment of guardian.
- To appoint an emergency guardian if deemed necessary.
- To grant declaratory judgments.
- To hear complaint as to continuation, use, withdrawal or withholding life sustaining treatment with persons terminally ill or in a permanently unconscious state.
- To authorize sale of land and completing of contracts by administrators, executors or guardians.
- To hear petition for withdrawal of hydration nutrition for certain persons in permanently unconscious states.
- To hear minor settlements and structured settlements.
- To assist with birth registration and birth corrections.

### **Future Plans for Department/Agency:**

To continue to serve the citizens of Hocking County to the best of our ability.

## **Hocking County Emergency Medical Services (EMS)**

**Name of Department Head:** Steven H. Brown

**Number of Employees as of 12/31/10:** 37

### **Primary Purpose of Department:**

Dedicated in providing Emergency Medical Services to the citizens of Hocking County in a timely, efficient, effective, and professional manner in their moment of needing assistance. An emergency shall always be determined by the people in which we serve and when that request is made, we will be there to answer their call.

Hocking County Emergency Medical Service recognizes that a personnel system which recruits and retains competent, dependable personnel is indispensable to effective government operation.

## **Hocking County Children Services**

**Name of Department Head:** Catherine Hill

**Number of Employees as of 12/31/10:** 12

### **Primary Purpose of Department**

#### **Investigation of Child Abuse and Neglect:**

Hocking County Children Services is the county agency mandated by the state of Ohio to investigate all referrals alleging the abuse or neglect of a child in Hocking County. Agency staff is trained to investigate reports of physical abuse, emotional abuse, child neglect, and dependency. The purpose of the investigation is to ensure the safety of the child. In 2010, the agency investigated 388 referrals involving 747 children. The number of 2010 investigations increased 4% over 2009.

## **Hocking County Children Services (Continued)**

### **Out-of-Home Placements:**

Hocking County Children Services has licensed family foster homes that take in children placed in the custody of the agency by the Hocking County Juvenile Court. Children with severe behavior problems may be placed in a treatment foster home or a residential treatment center. It is the responsibility of the agency to recruit, train and support foster homes licensed through the agency. In 2010, Hocking County Children Services had custody of 49 children who were placed in out-of-home care with annual placement costs of \$529,000.

### **In-Home Protective Services:**

Hocking County Children Services provides support services to families whose children are determined to be at risk of being abused or neglected. Case management services are provided to link the family with community resources and to help alleviate stressors in the home. For many of these children, family teams comprised of various staff from local agencies and the schools are implemented to assist the family. This past year, Hocking County Children Services worked with 106 children who received social services while living in their own home.

### **Adoption Services:**

Hocking County Children Services is the agency in Hocking County that is authorized to provide adoption services for children and families. The agency recruits adoptive homes for children with special needs, completes adoption home studies, provides adoption training for prospective adoptive parents, and supervises adoptive placements. In 2010, Hocking County Children Services had 13 children who were eligible for adoption. Eight of these children were successfully adopted before the end of the year. 56 children were receiving adoption assistance through the agency at year end.

### **Independent Living:**

Hocking County Children Services is required by the state and federal governments to provide special training in Independent Living for children in foster care who are 16 years of age or older. The trainings focus on the skills the teens will need to live independently after leaving foster care.

### **Adult Protective Services:**

Hocking County Children Services is contracted by the Hocking County Department of Job and Family Services to investigate referrals of alleged abuse, neglect, and exploitation of adults over the age of 60. In 2010, the agency investigated 53 Adult Protective Services referrals, with 2 cases requiring court involvement.

### **Key Statistical Information for 2010:**

- Number of child abuse and neglect complaints investigated in 2010 388
- Number of children involved in the investigations in 2010 747
- Number of children in foster care in 2010 49
- Number of children receiving in-home services in 2010 106
- Number of children available for adoptive placement in 2010 13
- Number of adoptions finalized in 2010 8
- Number of children receiving adoption assistance in 2010 56
- Number of licensed foster homes in 2010 12
- Number of Adult Protective Services referrals investigated in 2010 53
- Number of Adult Protective Services referrals requiring court involvement 2

## **Hocking County Children Services (Continued)**

### **Future Plans for Department:**

Hocking County Children Services continues to pursue accreditation through the National Council on Accreditation for Children and Family Services. The agency will continue participation in the Alternative Response Pilot through 2011 and beyond.

## **Hocking County Recorder's Office**

**Name of Elected Official:** Sandra K. Leach-Hunt

**Number of Employees as of 12/31/10:** 3 Full Time

### **Primary Purpose of Department:**

The County Recorder keeps and maintains accurate land records that are current, legible and easily accessible. An important aspect of the Recorder's work is to index each document so it may be readily located. Accurate indexing makes it possible for persons searching land records to find the documents necessary to establish a "chain of title" and ensures that any debts or encumbrances against the property are evident. The general public, attorneys, historians, genealogists and land title examiners utilize these invaluable records.

### **Major Accomplishments During 2010:**

The Recorder's Office is continuing to upgrade the computer system for office and public use. Web delivery services for use, provider being Land Access (indexes are now online from January 1992 to present) and replication services.

### **Key Statistical Information for 2010:**

Documents Recorded in 2010:

<b><u>Index</u></b>	<b><u>Total</u></b>	<b><u>Index</u></b>	<b><u>Total</u></b>
Deeds	1,334	Partnerships	0
Mortgages	2,352	Soldier Discharges	32
Leases	112	Power of Attorneys	55
Liens	224	Plats	3
Miscellaneous	83	<b>Total Number Recorded:</b>	<b>4,195</b>

## **Hocking County Board of Elections Office**

**Name of Department Head:** Sue Wallace, Director  
Lisa Schwartze, Deputy Director

**Number of Employees as of 12/31/10:** 2-Full Time

## **Hocking County Board of Elections Office (Continued)**

### **Primary Purpose of Department/Agency:**

To ensure that our elections are free, fair, open and honest, and to encourage all to participate.

### **Major Accomplishments During 2010:**

- Completed the 2010 Primary, Special and General Election successfully.
- Successfully completed the 18<sup>th</sup> Congressional recount.
- Agreed to the settlement with Diebold, with the county receiving 15 TSX machines at no cost to the county.
- Mailed 591 BMV notices to registered voters.
- Completed the mandated audit for the General Election successfully.
- The board staff completed three jury draws for common Pleas, Juvenile, Probate and Municipal Courts.
- The board staff completed 2,712 updates to voter's information and registered 979 new voters.

## **Hocking County Sheriff's Office**

**Name of Department/Agency:** Hocking County Sheriff's Office

**Name of Elected Official:** Sheriff Lanny E. North

**Number of Employees as of 12/31/10:** 24

### **Primary Purpose(s) of Department/Agency:**

The Sheriff's Office operates 24 hours a day, seven days a week providing law enforcement protection to the residents of Hocking County. Investigating crimes and accidents, and providing public services such as business and vacation checks are only a few of the duties provided by the Sheriff's Office.

The Sheriff's Office is responsible for service or delivery of legal documents such as summons, subpoenas, and warrants. The Sheriff's Office also does evictions, repossessions, attach, seize and sell property as ordered by the court.

Transportation of prisoners to and from state institutions, holding facilities, courts and extraditions made from other states falls under the jurisdiction of the sheriff's office. One officer is assigned full-time for the purpose of transporting prisoners to and from state institutions and the regional jail in Nelsonville for court appearances.

Radio communication services are provided 24 hours a day, seven days a week to officers of the Sheriff's Office and personnel of Murray City, Laurelville, ODNR, Columbus Metro Parks and the Wayne National Forest. The radio communication system is capable of providing service to other agencies that operate within Hocking County as well as adjacent counties.

When requested, courtroom security is provided for any of the courts serving Hocking County. Other than court security, officers routinely are required to appear in courts as witnesses in criminal and traffic cases.

## **Hocking County Sheriff's Office (Continued)**

The Sheriff's Office is also responsible for registering all convicted sex offenders residing in Hocking County, issues concealed carry weapons licenses and offers electronic Web Check employment background checks.

### **Major Accomplishments During 2010:**

- The "Logan-Hocking Special Response Team" is still intact providing specially trained officers to respond to critical situations.
- Web Site for the Sheriff's Office [www.hockingsheriff.org](http://www.hockingsheriff.org) establishing a resource for citizens of Hocking County. Web site has links to areas such as: sex offenders residing in Hocking County, current Sheriff Sales, services provided by the Sheriff's Office and other areas of public interest.
- An agreement between the County and the U.S. Forest Service to provide law enforcement coverage for Wayne National Forest.
- Successful acquisition of grant funding from the Ohio Criminal Justice Services for upgrading computer equipment and NIBRS/OIBRS reporting software.
- Successful acquisition of grant funding from the Ohio Criminal Justice Service, Byrne Justice Assistance Grant to purchase in-car video systems, acquire portable radios for deputies, provide a part-time deputy for patrol and courthouse security as well as purchase tasers for deputies.
- The Sheriff's Office has full-time detectives assigned to case follow-up and one detective assigned full-time to the Fairfield-Hocking Major Crimes Task Force.

### **Key Statistical Information for 2010:**

- Square miles of Hocking County covered by sheriff's office – 421 square miles.
- Hocking County population – over 28,000.
- Deputies transport approximately 130 prisoners per month to the Regional Jail and/or other State institutions.
- Numerous call-outs for the Logan-Hocking Special Response Team.
- Total reports filed – over 3,000
- Accidents investigated – over 100.
- Over 3,500 civil process paperwork served
- Over 100 Sheriff's sales appraisals conducted.
- Awarded over \$100,000 in funding through grants with a cost to the County of \$600.10.
- Received funding from the Dept. of Public Safety to conduct High Visibility Traffic Enforcement throughout the County.

### **Future Plans for Department:**

- Continue to upgrade current radio communication equipment.
- Continue to participate in the Fairfield-Hocking Major Crimes Task Force.
- Continue to provide thorough crime and drug investigations.
- Continue to participate with Hocking County EMA/Homeland Security.
- Continue to initiate new and current community oriented programs.
- Increase the staff of the Sheriff's Office in order to provide better service to the citizens of Hocking County and safety to the officers responding to calls.
- Continue to research and apply for grant funding.

# **Hocking County Prosecuting Attorney's Office/Victims of Crime Advocate Office**

**Name of Elected Official:** Laina Fetherolf, Prosecutor

**Number of Employees as of 12/31/10:** 7 Full-time and 2 Part-time.

## **Primary Purpose of Department:**

- To prosecute criminal activity in Hocking County through the Municipal, Juvenile, and Common Pleas Courts.
- To assist in the collection of delinquent real estate taxes, sewer bills, and bed taxes.
- To provide legal assistance and advice to County and various elected township officials.

The staff consists of two full-time victim advocates who provide victims of crime with assistance in obtaining civil protection orders for domestic violence and stalking situations; securing assistance from other agencies when needed; and provide assistance in completing the paperwork necessary to apply for State of Ohio Victim of Crime Compensation.

## **Major Accomplishments During 2010:**

- Getting felony cases to grand jury in a timely fashion.
- Providing victim-centered prosecution whenever possible.
- Maintaining an organized, properly staffed office on a very limited budget.

## **Key Statistical Information for 2010:**

• Contracts, resolutions, letters, etc processed for Commissioners	72
• Attendance at Commissioner's Meetings or meetings on the behalf	15
• Appointments, opinion/advice letters, contracts, etc for Township Trustees	30
• Miscellaneous conferences, complaints, advise letters regarding public matters	44
• New Criminal/Juvenile Cases open for months of January-December, 2010	1,505
• Appearances in Juvenile Court	
Abuse, neglect, Dependency Cases	232
Unruly, Delinquent & Traffic Cases	227
Adult Cases	31
• Appearances in Municipal Court	1,917
• Appearances in Common Please Court	1,066
• Telephone calls and conferences	16,770
• Bad Checks processed	125
• Treasurer's Answers filed	110
• Discoveries prepared and filed	888
• CPO'S & TPO'S	117
• Probation Violations	119
• Delinquent Real Estate/Mobile Home/ Manufactured Home Tax & Correspondence	121

**Hocking County Prosecuting Attorney’s Office/Victims of Crime Advocate Office  
(Continued)**

- Foreclosure 10
- Bed Tax Correspondence 14
- Tax Collection Letters 492

**Future Plans for Department:**

- Continued work with Fairfield-Hocking Major Crimes Task Force.
- Continued work with and support of Domestic Violence Court and Drug Court.
- Continued cooperation with other local agencies/departments, county, and townships.
- Continued collection of bed taxes and real estate taxes.

**Hocking County Regional Planning Commission**

**Name of Department Head:** Audie L. Wykle

**Number of Employees as of 12/31/10:** 1

**Primary Purpose(s) of Department/Agency:**

To administer the Hocking County Comprehensive Plan and enforce the County’s Subdivision Regulations.

**Hocking County Commissioners’ Office**

**Name of Elected Officials:** Greg Green, President  
Sandra Ogle, Vice President  
John Walker, Commissioner

**Number of Employees as of 12/31/10:** 5 in Commissioners Office, Maintenance and Records Repository

**Primary Purpose of Department/Agency:**

The County has three County Commissioners, two being elected at the time of the presidential election and one at the time of the gubernatorial election. The County Commissioner elected at the gubernatorial election takes office on January 1, and the two elected at the presidential election take office on January 2 and 3. Candidates for these two commissioner positions must file for either the January 2 or 3 position (ORC 305.01). The organizational meeting of the Board of County Commissioners occurs on the second Monday of January each year by the election of one of its members as president (ORC 305.05). The Commission must hold 50 regular meetings per year (ORC 305.06) and as many special meetings as necessary to conduct their business (ORC 305.07).

County Commissioners are the general administrative body for county government. As indicated above, they can perform those duties that are specifically authorized by the state legislature and no more. They are the county government taxing, budgeting, appropriating, and purchasing authority. They hold title to

## **Hocking County Commissioners' Office (Continued)**

County property. Individual commissioners have no power to act independently. The Board of County Commissioners acting as a body must take all formal and official actions by majority or unanimous vote. Commissioners also have a myriad of other responsibilities including hearing and ruling on annexations, approving drainage improvements through the petition ditch process, establishing water and sewer districts and making improvements, and providing for solid waste disposal. Commissioners also appoint department heads of offices for which they have responsibility and also appoint members to a variety of boards and commissions, and also serve on some boards such as the Board of Revision, the County Records Commission, and the Planning Commission.

The County Commissioners must take a broad view when making public policy and budget decisions. Given their impact on the work of many other elected officials and different departments, they must be astute in matters of law enforcement, correction facilities, human services, business development, and other areas. Given their budget-making authority, they must have a good business sense - matching available revenue to service needs.

### **Major Accomplishments During 2010:**

In 2010, the Commissioners implemented the policy that the Recycling Center would be open 24/7 for county residential use. The Board proceeded in the process of cleaning of the General Clay Brickyard. The Commissioners implemented water service for area residents with the Old Straitsville Water to Chieftain Drive, Rockbridge area, including the Hocking Hills Market, State Route 33 Rest Area, and Chieftain Elementary School.

### **Future Plans for Department:**

The Commissioners plan to apply for an OPWC grant for the Washington Ave. area; this sewer project will provide updated sewer service for residents in the Washington Ave. area. In addition, the Commissioners are working with the CIC to obtain a portion of the property of the Old Diamond Plant that will be used to benefit the County. The Commissioners will be working with the Hocking County Health Department towards updating their facility. They also are working with MARCS Towers to bring Broadband to more county residents. Furthermore, the Commissioners are working with the CCAO and Palmer Energy to acquire energy savings for the county facilities and area residents.

## **Hocking County Common Pleas Court**

**Name of Elected Official:** Judge Thomas H. Gerken

**Number of Employees as of 12/31/10:** 4

### **Primary Purpose(s) of Department/Agency:**

The Common Pleas Court is the general jurisdiction high trial court of Hocking County which hears cases involving divorce, dissolution, child support, custody, companionship and modification of decrees, as well as which felony criminal cases (those which carry a possible prison sentence) all matters wherein \$15,000 or more is in question, all cases involving real estate, domestic relation, personal injury, malpractice and appeals from numerous agencies.

## **Hocking County Common Pleas Court (Continued)**

### **Major Accomplishments during 2010:**

- 207 Criminal Cases
- 338 Civil Cases
- 215 Domestic Cases

## **Hocking County Municipal Court**

**Name of Elected Official:** John T. Wallace

**Number of Employees as of 12/31/10:** 18

### **Primary Purpose of Department/Agency:**

- Trial and adjudication of misdemeanor criminal offenses occurring in Hocking County.
- Trial and adjudication of misdemeanor traffic offenses occurring in Hocking County.
- Trial and adjudication of civil cases involving \$15,000 or less.
- Reporting and Non-reporting probation including substance abuse testing, Community Corrections, Drug Court, Domestic Violence Court and Mental Health Court.

### **Additional Duties of the Municipal Court Judge:**

- Supervise and advise the Municipal Court Clerk's office and probation office. Sentence offenders in order to punish offenders and protect the public.
- Perform weddings
- Work in partnership with other elected and appointed officials.

### **Major Accomplishments during 2010:**

- 5,335 cases were resolved in Municipal Court in 2010 (113 Bound Over to Common Pleas Court)
- Collected \$695,292.32 from January 2007 through December 2010 in aged fines. \$133,719.12 collected in 2010.
- The Municipal Drug court received two grants covering (2009,2010,2011) the next three years from Substance Abuse and Mental Health Services Administration Bureau of Justice Assistance in the amount of \$1.1 million for probation and treatment.

### **Key Statistical Information for 2010:**

- Processed 202 garnishments
- 1,329 criminal cases, showing a 14.8% decrease over 2009
- 3,146 traffic cases, showing a .3% increase over 2009
- 695 civil cases, showing a 11.4% decrease over 2009
- 156 Probation Violations: 62 Non-Reporting, 51 Drug Court, 5 Mental Health Court, & 36 Community Corrections
- 9 people completed Domestic Violence Court

## **Hocking County Municipal Court (Continued)**

- 11 people completed Drug Court
- 30 people completed Community Corrections
- 9 people completed Mental Health Court

### **Future Plans for Department:**

- Continue to work with Capital Recovery to continue to collect delinquent fines and costs. Continue to have the probation department make contact with offenders to insure that they are complying with the rules of probation. Search and apply for additional monies to further counseling and services provided to persons in need of help with drug, alcohol, and violence issues.

## **Hocking County Department of Job and Family Services/Child Support Enforcement Agency/Job Services Center**

**Name of Department Head/Elected Official:** Robert Smith, Director

**Number of Employees as of 12/31/10:** 33

### **Primary Purpose(s) of Department/Agency:**

#### **Income Maintenance Programs:**

##### **Temporary Assistance to Needy Families (TANF)**

A financial assistance program for poor families in which children are deprived of support because income and other resources are not sufficient to meet minimum needs.

##### **Food Stamps**

This is a program that provides monthly benefits to help low-income households buy food to promote better nutrition and health. EBT cards are used like cash to buy food from stores.

##### **Medicaid**

This is a health care program for certain low-income persons of all ages who are unable to pay for medical services. TANF recipients and certain individuals who are blind, aged, or disabled may qualify for this program. The waiver program helps elderly or disabled individuals stay in their homes, the alternative to a nursing home.

##### **Disability Assistance**

Individuals, who are determined disabled through the Disability Determination Unit, and prior to approval by Social Security or receiving SSI payments, receive a monthly payment of \$115.

##### **Benefit Recovery/Fraud**

The Duties of this unit are:

- The investigation/prosecution of all cases involving a question of fraud; including collection and preparation of evidence for court
- Collection of overpayments, whether due to fraud or unintentional over issuance
- Investigation of all cases prior to approval (front-end investigations) where questionable or misleading information is given by the applicant

## **Hocking County Department of Job and Family Services/Child Support Enforcement Agency/Job Services Center (Continued)**

### **Social Service Programs:**

#### **Day Care**

Childcare is provided to families who are either TANF recipients or low-income, to make it possible for them to enter or continue employment.

#### **Purchased Services:**

In addition to those services provided directly, the agency also provided for services from other area agencies. These included the Hocking County Children's Services Board for protective services and the Hocking County Family & Children First Council for prevention services.

### **Administration**

The Hocking County Department of Job & Family Services is funded by federal, state, and local dollars to provide services in the areas of income maintenance, social services, and child support. Public assistance payments continue to be the largest budget item. Child Support also has shown significant growth with more anticipated in future years as state and federal regulations continue to increase. Social Services state and federal funding continues to decline, thereby necessitating a reduction in local services.

### **Child Support Enforcement Agency**

#### **Duties:**

- Locates absent and putative parents for purposes of establishing paternity, child support and medical support. Location efforts are also initiated for purposes of enforcement of judicial orders established by the Court system or administrative orders established by the CSEA.
- Takes action to establish paternity for children born out of wedlock by arranging for DNA testing or by utilizing the JFS07038 Acknowledgment of Paternity Affidavit.
- Establishes orders for child support, medical insurance coverage, and cash medical support either by conducting administrative child support hearings held at the CSEA, or by referring the case to the Hocking County Court system for judicial orders.
- Utilizes numerous methods for enforcement of both administrative and judicial orders for support. These include wage withholding, National Medical Support Notice, suspension of drivers licenses, Financial Institution Data Match, IRS and ODT tax offset, seek work orders, and initiation of interstate actions. Criminal non-support actions are also utilized for those cases which do not respond to administrative efforts.
- Administrative review and adjustment of support orders are available through the CSEA for cases which meet the criteria set forth by law.

**Hocking County Department of Job and Family Services/Child Support Enforcement Agency/Job Services Center (Continued)**

**Job Services Center**

Located at 389 West Front Street, the Center provides work and training activities for youth and adults, employment counseling, GED services, computer classes and Volunteer Income Tax Assistance Program (VITA), and various supportive services through other agency partnerships.

**Key Statistical Information for 2010:**

Visits to the Job Services Center in 2010	13,796
Current participants enrolled in training	
Youth	87
Adults	68
Dislocated workers	49
Number of individual training accounts	41 adults/8 youth
Number of tax returns prepared through VITA program	581

**Child Support Enforcement:**

Open Child Support cases in 2010 (1,054 average caseload)	3,163
Paternity established in 2010	36
Child Support collections in 2010	\$4,319,279.19

**Public Assistance Division:**

Nursing Home claims paid	\$5,813,603
Aged, Blind and Disabled medical claims paid	\$29,638,828
Waiver claims paid	\$1,978,252
CFCM (Healthy Start, Healthy Families, Transitional) claims paid	\$22,052,478
Individuals served on Medicaid (average)	8,844 per month
Medical transportation	\$180,230.97
Pregnancy related transportation cost	\$5,126.51
Medicaid covered pregnancies in 2010	1,231
Disability assistance payments in 2010	\$100,485
Number of individuals receiving disability assistance (average)	104 per month
Food assistance (FA) issued in 2010 (estimated)	\$8,855,705
Annual unduplicated count of recipients on FA	8,549
Annual unduplicated count of families on FA	3,702
Percent of Population on FA	30% (1 in 3 families)
Ohio Works First 2010 payments	\$2,066,660
Annual unduplicated individuals on OWF	2,447
Annual unduplicated families on OWF	911
PRC issued in 2010	\$10,967.61
Families served	4

**Hocking County Department of Job and Family Services/Child Support Enforcement Agency/Job Services Center (Continued)**

Number of children using publicly-funded child care	172
Child care expenditures	\$610,856.07
Voter Registration offered	4,002
Number of new voter registrations submitted	552

**Hocking County Engineer's Office**

**Name of Elected Official:** William R. Shaw, P.E., P.S.

**Number of Employees as of 12/31/10:** 19 full time; 1 part time

**Primary Purpose of Department:**

The Hocking County Engineer has the responsibility of all maintenance, repair, widening, resurfacing, reconstruction and construction of all roads and bridges on the 211-mile County highway system. This includes in part:

- 470 acres of pavement; 1,200 acres of road right of way; 269 bridges; thousands of feet of culvert; 422 miles of roadside ditches; and thousands of road signs and traffic control devices.
- The Hocking County Engineer is also the engineering advisor for all of the Township Trustees for the maintenance, repair, widening, resurfacing, and reconstruction of their 398-mile Township road system. The bridges on Township roads are the responsibility of the County Engineer.
- The County Engineer's Drafting and Mapping Department updates property owner and road maps, assigns house number and checks survey and deeds for accuracy.

**Major Accomplishments During 2010:**

- 12 major bridges were replaced in 2010. County crews replaced 9 bridges on the following roads: 2 on Hide-A-Ways Road, 2 on Nickel Plate Road, Thad Hall Road, Panther Road, Old McArthur Road, Frantz Road, and Walnut Dowler Road.
- The Hocking County Engineer oversaw the construction of 3 other bridges on the Chieftain Drive river bridge, East Front Street bridge (both aided with federal dollars), and Iles Road.
- 16.55 miles of road were paved with hot mix. These included Nickel Plate Road, Voris Road, Enterprise Road, Hide-A-Way Hills Road, Clear Creek Road, Bailey Road, Fairfield Road, and Potter Ridge Road. County crews placed new stone berms on 33.10 lane miles of these newly paved roads.
- 63.97 miles of new centerline and 127.82 miles of edgeline were painted in 2010.
- Our bridge crew installed 3,007 feet of various sizes of polyethylene and concrete pipe, while 587 feet of culvert pipe were installed by contract.

**Key Statistical Information for 2010:**

- 12 bridges replaced
- 16.55 miles of roads paved
- 10,264 tons of stone used
- 3,573 tons of rock salt for ice/snow control purchased
- 7,742 tons of grit for ice/snow control purchased
- 5,464 feet of various sized culverts purchased

## **Hocking County Engineer's Office (Continued)**

- 890 cubic yards of concrete poured
- 633 miles of roadside mowing
- 90 new house numbers were issued
- 80 new parcels
- 1,058 instruments of conveyance
- 150 surveys checked
- 2 revised subdivisions

### **Future Plans for Department:**

Continue our primary mission to do our best to continue to improve our County road and bridge system and to construct and maintain a network of arterial highways into and through Hocking County while also preserving the natural beauty Hocking County has to offer.

## **Hocking County Clerk of Court's Office/ Title Office**

**Name of Elected Official:** Narcie Stahr

**Number of Employees as of 12/31/10:** 6

### **Primary Purpose of Department/Agency:**

#### Legal Department

To maintain all records for the Common Pleas Court. File new cases for criminal, domestic and civil matters. Issue all summons, warrants, subpoenas, passports, etc., and other work as required under the Ohio Revised Code.

#### Title Department

Process all auto titles for County residents as well as watercraft titles. Issue duplicate titles, memorandum titles and place liens on vehicles for lending institutions. Other work as required under the Ohio Revised Code.

#### Other Duties

Prepare certificate of judgments for filing in foreign counties, prepare and file certificate of judgments that are incorporated in civil cases, prepare paperwork for replevins, foreclosure order of sales, executions, collect deposits for new recognizance bonds, bail bonds per order of judgment entry fixing bond, preparing juror vouchers for petit and grand jurors, maintain for the use of the judge files and a general appearance docket consisting of civil and criminal pleadings, administer oaths to notaries, issue writs to carry out court orders. Writs include, summons, subpoenas, and warrants to arrest and to convey to penal institutions.

### **Key Statistical Information for 2010:**

Cases filed as of 12/31/10

Foreclosure	183
Other civil	100
Divorce with children	46

## **Hocking County Clerk of Court's Office (Continued)**

Divorce without children	35
Dissolution with children	32
Dissolution without children	48
Domestic Violence	54
Miscellaneous cases	198

## **Hocking County 911**

**Name of Department Head:** Sandy Wintermute

**Number of Employees as of 12/31/10:** 8 Full-time and 7 Part-time

### **Primary Purpose of Department/Agency:**

The Hocking County 911 provides 9-1-1 Emergency Services to the residents and visitors of Hocking County.

### **Major Accomplishments During 2010:**

- Under budget for 12<sup>th</sup> consecutive year
- Continued to update wireless paging system for responders
- Purchased backup repeater to be used in County if one goes down
- Became a member of the MedFlight Board for Southeastern Ohio
- Tracking cell phone calls for the PUCO
- Tracking Wayne National Forestry calls in Hocking County monthly

### **Key Statistical Information for 2010:**

Total calls for 2010

• EMS	2,904
• HCSO	1,512
• Fire	1,130
• LPD	1,067
• Other law	227
• Wrong #	234
• OSHP	788
• Hang Ups	1,583
• Misc. Information	1,628
• Child playing with phone	180
• Cellular Calls	4,766
Total	16,019

### **Future Plans for Department:**

- Continue to work towards VOIP & NG 9-1-1 technology
- Upgrade the CAD in Spring of 2011

## **Hocking County 911 (Countinued)**

- Replace old Radio Console in 2011
- Upgrade the CML in 2011 to hold us over until 2014 when Frontier will move to a new environment

## **Hocking County Office of Homeland Security and Emergency Management**

**Name of Department Head:** Susan Rauber, Director

**Number of Employees as of 12/31/10:** 2

### **Primary Purpose of Department/Agency:**

To manage resources for any First Responder Agencies. To protect lives and prevent the loss of property from all hazards. This agency develops emergency operations plans, which address what actions will be taken during a chemical spill, flood, tornado, etc; maintains a Resource Manual; provides educational materials on Preparedness actions and Mitigation recommendations; and responds in the event of an emergency and assists in recovery efforts. This agency also facilitates the Local Emergency Planning Committee, State Homeland Security Grant Program, Community Emergency Response Team (C.E.R.T.), Medical Reserve Team, and Weapons of Mass Destruction Technical Advisory Team.

### **Major Accomplishments During 2010:**

- We continue, on a constant basis, to train and coordinate the CERT Volunteers in the County. These volunteers have assisted with the Washboard Festival, the Great Ohio Bicycle Adventure, and the Pelationia Bike Race and many other local events.
- CERT also set up a volunteer reception center for tornado cleanup in Athens County.

### **Key Statistical Information for 2010:**

We have now trained 275 CERT people in the County with an organization membership of approximately 70. We applied for and received \$50,353.61 in State and Federal Grants in 2010 with all of this going to the First Responder Agencies in the County. We also applied for and received a grant that funds us on a monthly basis, this grant being for \$38,177.00 that the County and townships match.

### **Future Plans for Department:**

We train new CERT members 1-2 times per year as well as hold continuing education courses throughout the year. We are updating our County Emergency Operations Plan in addition to moving forward with a Continuity of Government Plan and a Continuity of Operations Plan. We are working with the Logan Hocking Schools and law enforcement on School Safety & Violence Issues.

## **Hocking County Family and Children First Council**

**Name of Department Head:** Misty Milstead

**Number of Employees as of 12/31/10:** 1

## **Hocking County Family and Children First Council (Continued)**

### **Primary Purpose of Department/Agency:**

Hocking County Family and Children First Council's goal is to nurture and preserve families and children through a committed collaborative social network and community effort. Reaching this goal can be achieved through the empowering of the family to meet their spiritual, physical, mental, and economical needs. The outcome will be enrichment to our lives and our community.

### **Major Accomplishments During 2010:**

- Received mini-grant to help partially fund community-wide health assessment.
- Restored the Early Childhood Collaborative Committee.
- Completed a county wide agency training in November 2010.

### **Key Statistical Information for 2010:**

- In 2010, over \$88,000 went towards the care of children that are the highest needs in the County. These funds support services such as residential care, therapeutic foster placements, and other wrap around services. Pooled funding partners contribute to this fund, enabling this population to be adequately served. Pooled funding partners include the following: 317 Board, Children Services, Board of DD, Juvenile Court, Health Department, and Logan-Hocking Schools.
- Approximately 60 family team meetings are in place in Hocking County. These family teams provide service coordination which enables the best possible care to be obtained for children with higher needs and these teams are family driven.
- \$25,495.97 was spent on Family Centered Support Services (FCSS). These funds are made possible by state social service agencies. The monies go towards safety/adaptive equipment, parent education, mentors, respite services, and other needs for our local families who are involved in service coordination.
- The Incredible Year's Parenting program help dozens of families learn parenting skills that will help prevent child abuse and neglect. This program was made possible through Ohio Children's Trust Fund grant.

### **Future Plans for Department/Agency:**

- Utilizing the newly completed Hocking County Health Department's community wide health assessment, the Council will set the goals that will be focused on for the upcoming year.
- Research that was conducted in 2010 indicates parents and community partners believe more services need to be offered at an earlier age. Therefore, we plan to offer the Incredible Year's Infant Program for state fiscal year 2012 to try and fill the gap in services available at this age. This program will be made possible via the Ohio Children's Trust Fund grant.
- Continue working on the LAUNCH grant to improve services to children ages 0 to 8 years old.

## **Hocking County Health Department**

**Name of Department/Agency:** Hocking County Health Department

**Name of Department Head:** Douglas Fisher, Health Commissioner

**Number of Employees as of 12/31/10:** 20

### **Primary Purpose(s) of Department/Agency:**

To serve and educate the citizens of Hocking County with public health programs that prevent disease, promote healthy lifestyles, and protect the environment.

### **Major Accomplishments During 2010:**

- Partnered with Hocking County Family and Children First Council and Hocking Valley Community Hospital to fund and complete the 2010 Hocking County Community Health Assessment ([www.wright.edu/cupa/hocking](http://www.wright.edu/cupa/hocking)).
- Approved by the Ohio Department of Health to become a Level One Food Safety Training provider.
- Partnered with OEPA, local city officials and community members to develop the Source Water Protection Plan.
- Vital Statistics division was approved by Ohio Department of Health to participate in the statewide issuance of birth certificates.
- WIC started their first Breastfeeding Peer Program.
- Held 7<sup>th</sup> Annual WIC Health and Fitness 5K in March 2010 with proceeds benefitting the local food pantries.

### **Key Statistical Information for 2010:**

- Partnered with OEPA and Hocking County Commissioners to repair or replace eleven failing septic systems for low income county residents.
- Administered over 3,900 flu vaccinations (>13% of county population).
- 36.6% of Hocking County's high risk residents and 26% of the county's total population received the H1N1 Influenza Vaccine – one of the highest rates in the State.
- WIC had an average caseload of 1,058 participants per month, by seeing 95.9% of the County's potentially eligible participants.

### **Future Plans for Department/Agency**

- Participate with the partnering agencies and community representatives to develop a Hocking County Community Health Improvement Plan.

## Hocking County Soil & Water Conservation District

**Name of Department/Agency:** Hocking Soil and Water Conservation District

**Name of Department Head/Elected Officials:** Board of Supervisors: Clark Sheets, Jr., - Chairman, Richard Harwood – Vice Chairman, Jo Ann Murtha – Secretary, Jason Allison – Treasurer, Allan Johnson – Public Relations.

**Number of Employees as of 12/31/10:** 4 full-time, 1 part-time

### Primary Purpose(s) of Department/Agency:

The Hocking Soil & Water Conservation District was formed in 1944 and since that time has expanded its role from basically assisting local farmers to providing many types of assistance to diverse public interests. Some of these types of assistance are: informational, technical, educational assistance on soil capabilities and limitations, erosion control measures and drainage, wetlands, ponds, water quality, forestry, wildlife, and school and educational presentations. The District works in conjunction with Ohio Department of Natural Resources, USDA-Natural Resources Conservation Service and other offices in and around Hocking County.

### Major Accomplishments During 2010:

	<u>Amount</u>	<u>Unit</u>
<b><u>District General</u></b>		
Annual Meeting and Banquet	144	At
Annual Planning Meeting	19	At
Cooperators - New	2 – 205	No-Ac
Cooperators, Telephone Calls and Walk-ins Assisted	7,862	No
Elected Officials Tour	16	At
Fish Sale - 668 fish & 2,400 minnows sold to 10 landowners	10	Pt
Tree Packet Sale-sold 235 packets to 68 landowners	68	Pt
Local Workgroup Meeting	10	At
<b><u>Education</u></b>		
Ag Day	152	Pt
Contractors' Workshop and Trade Show	83	At
Earth Day Celebration	600	Pt
Envirothon-Area V	1	No
Envirothon-Middle School	1	No
Envirothon-Multi-County	1	No
Family Farm Day	35	Pt
Farmer Youth Initiative	40	At
Forestry Bus Tour	43	At
Forestry Workshops	2-96	No-At
Gardening Workshop	33	At

**Hocking County Soil & Water Conservation District (Continued)**

	<b><u>Amount</u></b>	<b><u>Unit</u></b>
Hocking County Fair Display	1	No
Home School Programs at Bishop Educational Gardens	2 – 28	No-Pt
KidPalooza Activity	300	At
Lilyfest Display (district info, butterfly enclosure & soil tunnel)	4,050	At
Local FFA Land Judging Contest/Training	2-43	No-At
Newsletters - District	4 – 4,159	Is-No
Newsletters - Teachers	2-310	Is-No
Other Group Presentations at Bishop Educational Gardens	12-161	No-Pt
Other Group Presentations	31-884	No-Pt
Pond Clinic	67	At
Scholarship - \$500 College	1	No
Scholarship for students attending Area, State & National Contests	4	No
School Classroom Presentations	53 – 1,274	No-Pt
School Field Days at Bishop Educational Gardens	8-525	No-Pt
School Field Days	1 – 200	No-Pt
Stewardship Materials Provided to Groups	5	No Groups
Wildlife Workshops	2 - 90	No - At
<b><u>Urban</u></b>		
Land Use Field Visits	14	No
Hocking County Regional Planning Meetings	6	No
Lot Splits Approved	15	No
<b><u>Technical</u></b>		
Access Roads – Installed	4-1,070	No-Ft
Access Roads – Designed	2-572	No-Ft
Brush Management – Installed	1	No-Ac
Conservation Cover – Planned	1 – 27.9	No-Ac
Conservation Nutrient Management Plan - Planned	1- 251-500	No-Ac
Conservation Nutrient Management Plan - Installed	1- 101-250	No-Ac
Conservation Plans – Developed	68	No
Conservation Practices Planned (total)	133+	No
Conservation Reserve (CRP) - New Applications	1	No
Critical Area Seeding – Planned & Installed	1 – 1.2	No-Ac
Dry Hydrants – Designed	1	No
Environmental Quality Incentive Program (EQIP) - Applications	103	No
Fencing Projects – Planned	11-20,615	No-Ft
Fencing Projects – Installed	18-55,367	No-Ft
Forest Stand Improvement – Planned	80 – 1,527	No-Ac
Forest Stand Improvement – Completed	52-938	No-Ac
Heavy Use Area Protection – Designed	1- 5,425	No-Ft

**Hocking County Soil & Water Conservation District (Continued)**

	<b><u>Amount</u></b>	<b><u>Unit</u></b>
Heavy Use Area Protection – Installed	7-14,722	No-Ft
Inventory and Evaluations	23	No
No-Till Drills (Users and Acres Planted)	17-238.90	No-Ac
Pipeline and Tanks - Designed	5-3,870	No-Ft
Pipeline and Tanks Installed	5-3,586	No-Ft
Pollution Abatement Complaints – Verbal	2	No
Ponds Designed	1	No
Ponds Installed	1	No
Pond/Wetland Site Visits Re: Construction, Rehabilitation or Management	46	No
Prescribed Grazing – Implemented	2-70.4	No-Ac
Roofs and Covers - Planned	1-3,390	No-Sq Ft
Roof Runoff Structure – Designed	2-336	No-Ft
Roof Runoff Structure – Installed	1-32	No-Ft
Spring Developments – Designed	1	No
Spring Developments – Installed	2	No
Subsurface Drainage – Designed	3 – 12,258	No-Ft
Subsurface Drainage – Installed	1-1,150	No-Ft
Technical Assistance Field Visits	254	No
Tree Bars, Soil Probes and Tank Forms Loaned Out	6	No
Use Exclusion - Installed	1-940	No-Ft
Waste Storage Facility - Planned	1-13,125	No-Cu Ft
Waste Transfer - Planned	1-1,200	No-Cu Ft
Watering Facilities Designed	8	No
Watering Facilities Installed	9	No
Waterways - Installed	3-888	No - Ft
Wetlands Enhancement - Installed	1-0.7	No - Ac
Wildlife Habitat Incentives Program (WHIP) Applications	1	No

**Wildlife/Forestry**

Silvicultural Operation and Management Plans Reviewed	11	No
Tree Farm Inspections and Re-Inspections Completed	1	No
Wildlife Damage Complaints Completed	40	No
Wildlife Food Plot Packets Distributed - # of landowners	10	No
Forestry Plans Developed	5-305	No-Ac

**Legend Of Tickmarks**

Ac = Acres

At = Attendees

No = Number

Pt = Participants

Is = Issues

## **Hocking County Soil & Water Conservation District (Continued)**

Ft = Feet

Sq = Square

Cu = Cubic

## **Hocking County Sanitary Sewer District**

**Name of Department/Agency:** Hocking County Sanitary Sewer District

**Name of Department Head:** Kevin L. Loudin, Superintendent

**Number of Employees as of 12/31/10:** 1

### **Primary Purpose(s) of Department/Agency:**

To maintain three wastewater treatment systems in Hocking County by following requirements set forth by the Ohio EPA through a National Pollutant Discharge Elimination System Permit (NPDES).

### **Major Accomplishments During 2010:**

Rockbridge collection system camera for Inflow/Infiltration (I&I) problems or blockages in lines and for marking of laterals for Old Straitsville Water Association to bring water to the area.

## **Hocking County Safety Department**

**Name of Department/Agency:** Hocking County Safety Department

**Name of Department Head:** Marjorie Davis, Safety Director

**Number of Employees as of 12/31/10:** 1

### **Primary Purpose of Department/Agency:**

Provide a safe work environment for county employees and the public. The department develops, implements and upgrades required safety policies and programs related to injury and illness prevention, occupational diseases, ergonomics, safety hazard materials compliance, industrial hygiene, safety training and records management. The required written safety and health programs and plans include:

- Hazard Communications
- Exposure Control Program (Blood Pathogens)
- Hazard Assessment and Personal Protective Equipment (PPE)
- Lockout/Tagout (LOTO)
- Confined Space Entry
- Emergency Action Plan for each County facility
- Drug Free Workplace

The department plans, develops, implements and monitors the County's Safety Program in accordance with State and Federal regulations. The department conducts periodic safety walk-through inspections of all

## **Hocking County Safety Department (Continued)**

workplace facilities to ensure the safety of employees. Coordinates with and provides training, assistance and advice to all County departments, agencies and staff on occupational health and safety issues. The department monitors accident and incident reporting and investigates into employee inquiries, suggestions and complaints.

### **Major Accomplishments during 2010:**

- Reduced BWC premiums claims
- With financial assistance from EMA, provided AED for courthouse and Senior Center
- Conducted Supervisors/Department Head training on claims management
- Provided yearly Safety Day Training for all County employees
- Conducted confined space training and maintenance/cleaning personnel training
- Conducted safety team meetings
- Participated in Safety Council meetings; assisted in safety topics and obtained appropriate speakers

## **Hocking County Dog Shelter**

**Name of Department/Agency:** The Hocking County Dog Shelter

**Name of Department Head:** Donald L. Kiger Jr.

**Number of Employees as of 12/31/10:** 1 Full-time Dog Warden  
1 Part-time Kennel Assistant

### **Primary Purpose of Department/Agency:**

The Hocking County Dog Shelter provides many services for the citizens of Hocking County, addressing animal complaints, picking up strays and unwanted dogs, returning lost dogs to their owners, and placing good quality dogs in new homes through adoptions and rescue groups. The Dog Warden also must investigate dog bites and livestock damages by K-9 and coyotes. The Warden accompanies local law enforcement on high risk warrants to contain any dangerous and vicious dogs that would interfere with an investigation.

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