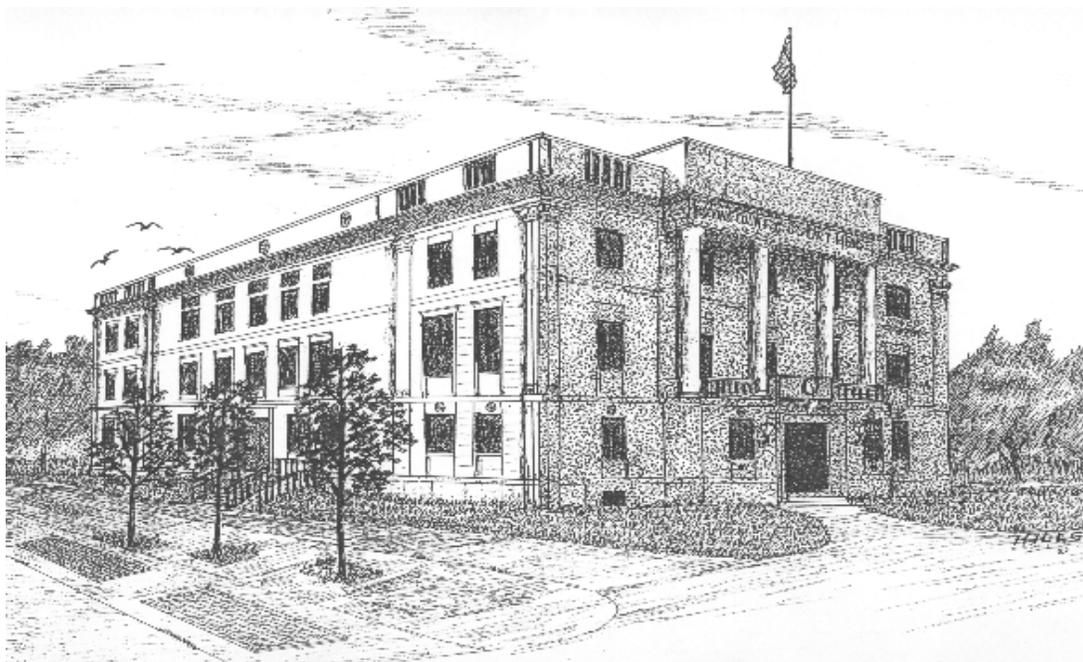


# HOCKING COUNTY

## 2014 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**  
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**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 seventeenth time the Hocking County Popular Annual Financial Report (PAFR) for the fiscal year ended December 31, 2014. Some of the information included in this report comes from our Basic Financial Statements which have been audited by Millhuff-Stang, 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.....

Sandra Ogle, President  
John Walker, Vice President  
Clark Sheets, 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  
Sharon Edwards  
Judge John T. Wallace  
David Cummin  
William Shaw  
Judge Fred Moses  
Judge Richard M. Wallar  
Laina Fetherolf  
Sandra K. Leach-Hunt  
Lanny North  
Diane Sargent

**Appointed Officials...**

Board of Elections Director.....  
Dog Warden.....  
Emergency Management Director.....  
Emergency Medical Services Director.....  
Family & Children First Council Director.....  
Logan-Hocking District Board of Health Administrator.....  
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.....

Lisa Schwartz  
Donald L. Kiger, Jr.  
David Ogg  
Scott Brooker  
Victoria Hilliard  
Doug Fisher  
  
David Couch  
Marjorie Moore  
Vicki Rafferty  
Sandy Wintermute  
Audie L. Wykle  
  
Jason Allison  
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 declined from 10.2 percent in 1993 to a low of 5.2 percent in 2014. 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 five through eight 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 41 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 Senior Citizens, Veterans Services, and other related areas.

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

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

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, 2014  
Hocking County, Ohio

**Revenues (Resources Taken In):**

Taxes	\$ 10,084,389
Charges for Services	2,907,270
Licenses and Permits	187,790
Fines and Forfeitures	580,149
Intergovernmental	9,415,646
Special Assessments	3,960
Investment Earnings	68,898
All Other Revenues	370,026
<b>Total Revenues &amp; Resources</b>	<b>\$ 23,618,128</b>

**Expenditures (Services Provided):**

Current:

General Government:

Legislative and Executive	\$ 4,132,547
Judicial	1,952,384
Public Safety	3,988,868
Public Works	2,014,808
Health	5,842,465
Human Services	1,239,202
Economic Development and Assistance	631,693
Conservation and Recreation	204,915
Capital Outlay	3,759,659

Debt Service:

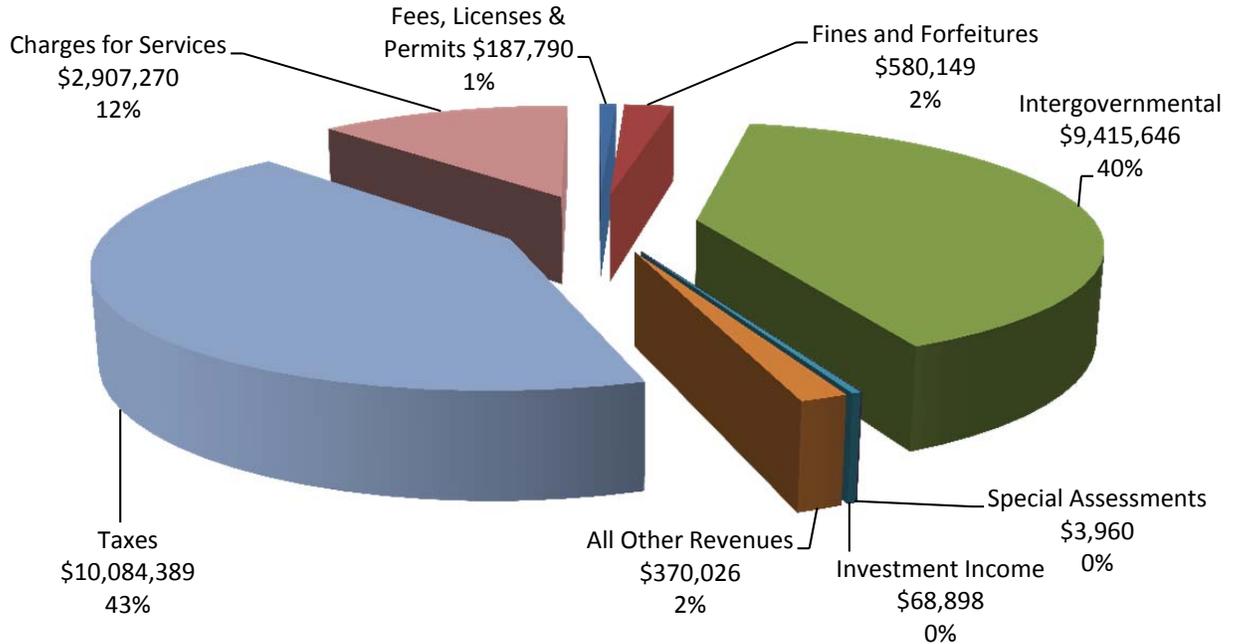
Principal Retirement	424,180
Interest and Fiscal Charges	30,757

**Total Expenditures & Services** **\$ 24,221,478**

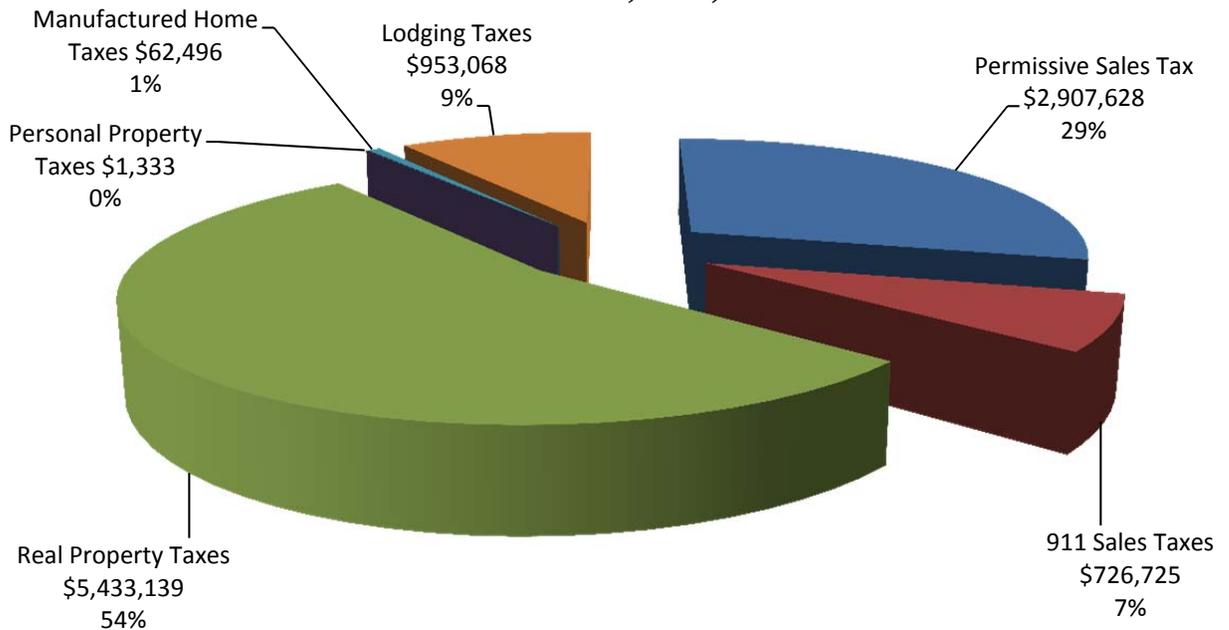
**Revenues & Resources**

**Under Expenditures & Services** **\$ (603,350)**

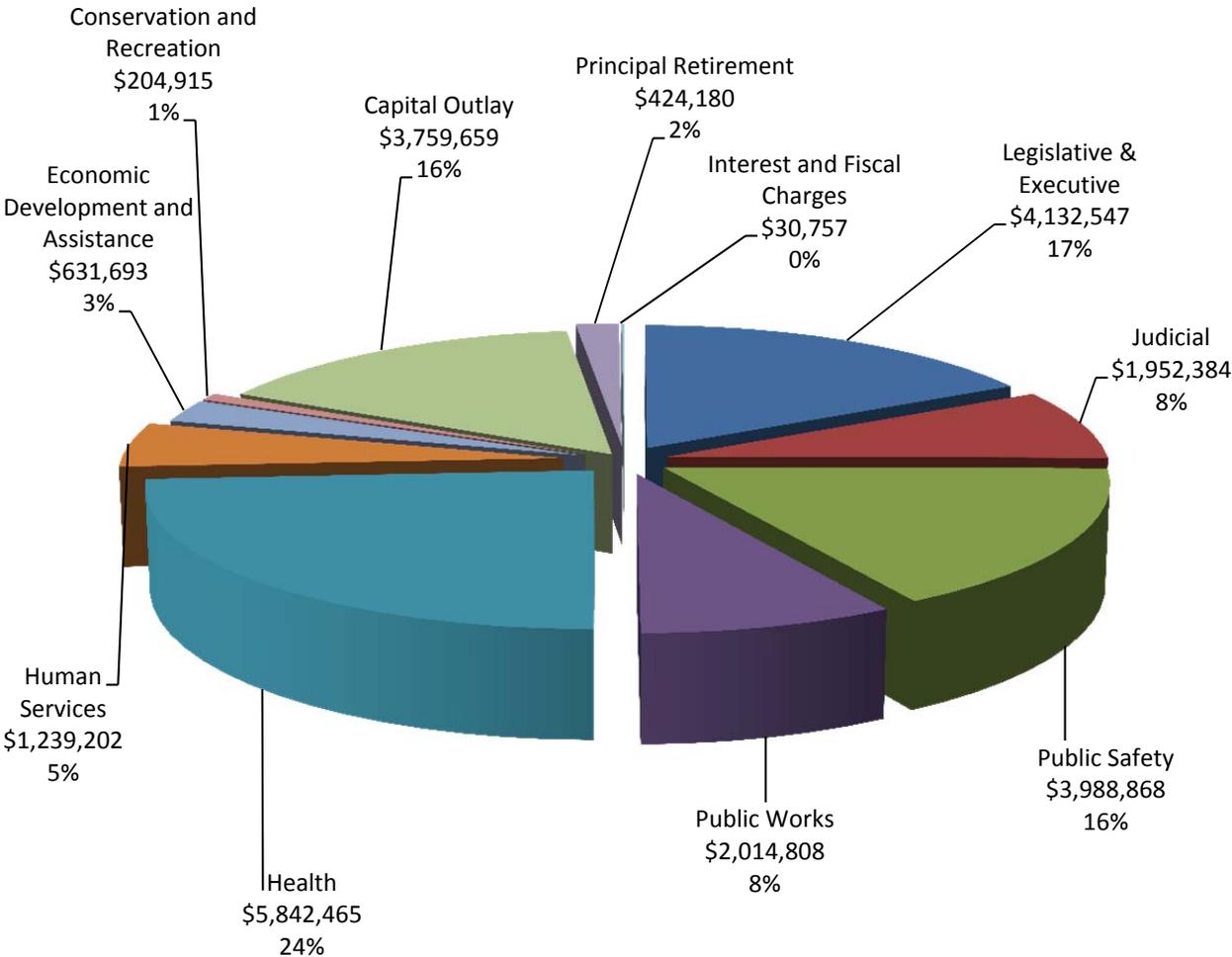
## HOCKING COUNTY - 2014 WHERE THE MONEY COMES FROM RESOURCES RECEIVED - \$23,618,128



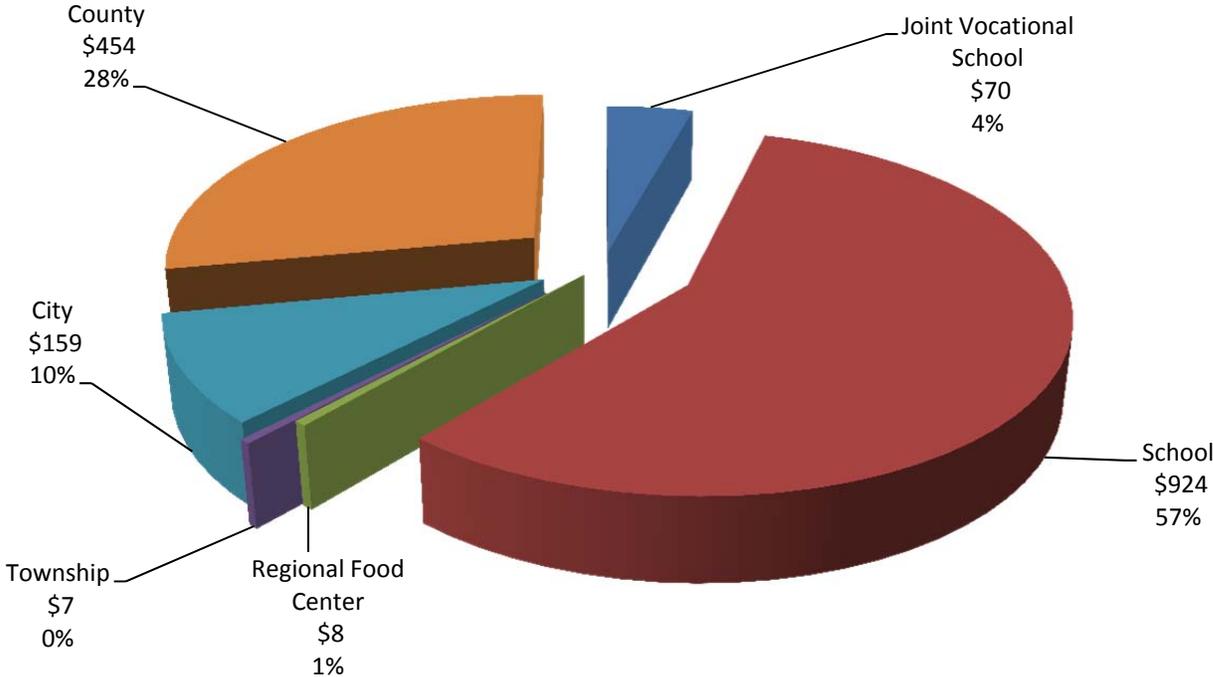
## HOCKING COUNTY - 2014 DETAIL OF TAXES BY TYPE \$10,084,389



# HOCKING COUNTY - 2014 WHERE THE MONEY GOES SERVICES RENDERED - \$24,221,478

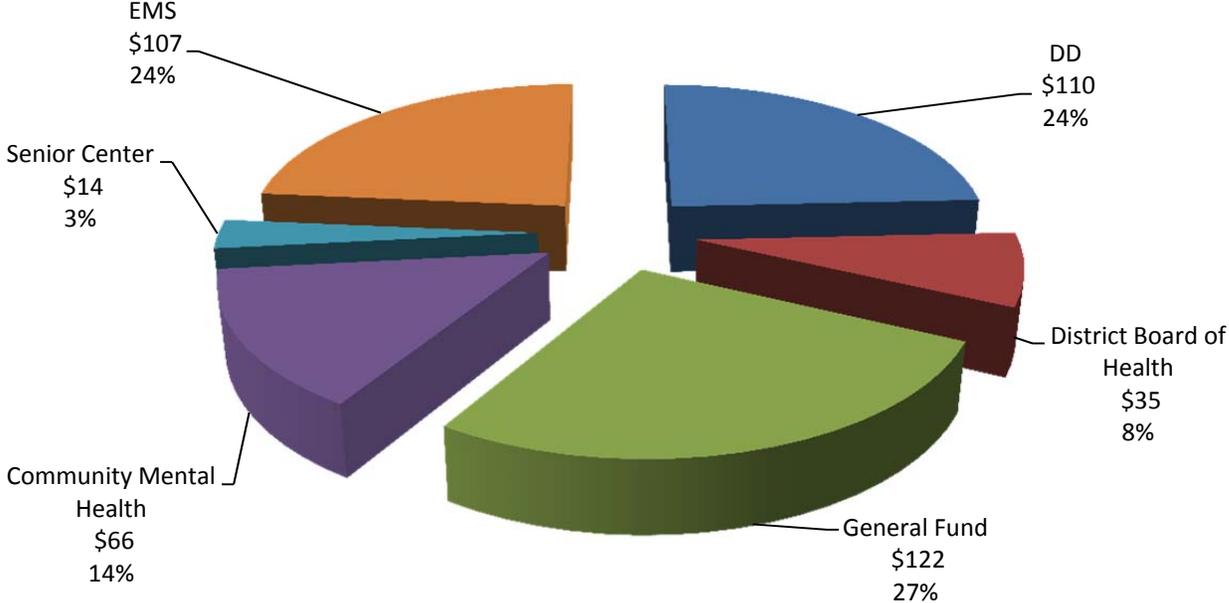


**HOCKING COUNTY - 2014  
 ALLOCATION OF TAX REVENUE ON A HOME  
 WITH AN APPRAISED VALUE OF \$100,000  
 TOTAL TAX LEVIED - \$1,622**



\*Tax calculation based on a tax value of 35% and an effective rate of 46.355927 mills.

**HOCKING COUNTY - 2014  
 ALLOCATION OF TAX REVENUE (\$454)  
 WITHIN THE COUNTY GENERATED FROM  
 A HOME APPRAISED AT \$100,000**



## Hocking County - 10 Largest Real Estate Tax Payers in 2014

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Wal-Mart Real Estate Business	Retail	\$2,415,640
Hocking Metropolitan Housing	Housing	\$2,139,940
Smead Manufacturing Co.	Paper Products Mfg.	\$2,054,770
Rocky Brands, Inc.	Warehouse	\$1,332,170
Camp-O Investments, LLC	Lodging	\$1,208,450
Amanda Bent Bolt Co.	Bent Bolt Mfg.	\$1,110,990
Kilbarger, Edward & Marjorie Trustees	Leasing Company	\$1,030,730
Bolton Properties Limited	Agriculture	\$983,900
Erimark Properties, LLC	Building Operation	\$977,280
G.E. Lighting Inc.	Glass Tubing Mfg.	\$974,030

## Hocking County - 10 Largest Public Utilities Tax Payers in 2014

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Columbia Gas Transmission	Public Utility	\$36,416,070
Ohio Power Co.	Public Utility	\$14,519,850
South Central Power	Public Utility	\$5,146,110
Columbia Gas of Ohio	Public Utility	\$2,485,710
AEP Ohio Transmission Company, Inc.	Public Utility	\$1,211,670
Duke Energy Ohio, Inc.	Public Utility	\$733,580
East Ohio Gas Company	Public Utility	\$512,930
Southeastern Natural Gas Co. of Ohio	Public Utility	\$36,350
Northeast Ohio Natural Gas Corp.	Public Utility	\$33,600
Buckeye Power Inc.	Public Utility	\$14,580

## Hocking County Top Employers 2014

Logan-Hocking Schools	435
Hocking County Government	322
Hocking Valley Community Hospital	299
Wal-Mart Stores	261
Amanda Bent Bolt	217
Smead Mfg.	174
Logan Health Care	114
Kilbarger Construction	110
Kroger	106
Ohio EPA – Logan Facility	89

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

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

**Number of Employees as of 12/31/14:** 7 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
- Sealer of Weights & Measures

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 State 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 2,161 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)**

### **Primary Purpose of Department (Continued)**

#### Real Estate Appraisal and Assessment

The County has approximately 21,116 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.

#### 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 one part time and two full 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.

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

### **Primary Purpose of Department(Continued)**

#### 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 Member – Buckeye Hills Regional Development Agency
- Member Hocking County Community Improvement Corporation

### **Major Accomplishments during 2014:**

- Imaging Tax Map Documents for Electronic Digital Files
- Monitoring of Bureau of Workers Compensation Programs currently in place.
- Monitoring the CEBCO Health Insurance Program (year number 11).
- Serving as fiscal agent of the Hocking Valley Community Residential Center in Nelsonville.
- Upgrade of Data Processing Equipment to maintain local area network.
- Implementation of the new County telephone system
- Implementation of Affordable Care Act Monitoring Reports.

### **Key Statistical Information for 2014:**

- |                             |                          |
|-----------------------------|--------------------------|
| • Real Property Taxes -     | \$25,191,990 distributed |
| • Personal Property Taxes - | \$ 10,883 distributed    |
| • Manufactured Home Taxes   | \$ 336,854 distributed   |
| • Payroll Checks -          | 970                      |
| • Direct Deposit Payroll-   | 7,436                    |
| • Voucher Checks -          | 9,097                    |
| • Vendor's Licenses -       | 42                       |
| • Dog Tags -                | 5661                     |
| • Kennel Licenses -         | 52                       |

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

### **Key Statistical Information for 2014 (Continued)**

- 3 Year Dog Tags 41
- Permanent Dog Tags 3

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

- Continued information sessions of Budgeting and Departmental Financial Planning at the local level with elected officials and department heads.
- 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.
- Work with independent public accounting firm with 2014 county single audit.
- Monitor and follow through with biennial State budget for 2015 & 2016.
- Implementation of new aerial mapping project.
- Assist with assessment of computer cabling connectivity given greater volume of data being communicated electronically.
- Begin implementing the 2016 Countywide Real Property valuation process.

## **Scenic Hills Senior Center**

**Executive Director:** Marjorie Moore

**Number of Employees as of 12/31/14:** 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 50+ 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.

### **Major Accomplishments during 2014:**

- Events and fundraisers were held to promote awareness of the center and supplement levy funding for operation/building costs. (Cruise-In, Chinese Auction, Girls Night In, Ice Cream Social, Valentine Lunch, Senior Day, and much more)

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

### **Major Accomplishments during 2014 (Continued):**

- A fall Health Fair was sponsored by Scenic Hills Senior Center with partners attending: Hocking Valley Community Hospital, Hocking County Health Dept. and Logan Care Center with an invitation to all agencies in the area providing senior services.
- The Hocking County Health Department conducted flu vaccine clinics at Logan and our satellite sites in Laurelville and Murray City (every October).
- Logan Health Care Center, Interim Healthcare, Wal-Mart, Sterling House, Hocking Valley Community Hospital, Arcadia Acres, CareTenders VNA, Fairhope Hospice & Citizens Bank of Logan provide free monthly Bingo for our seniors.
- FairHope Hospice/Picking House provides our monthly birthday cakes & Free Blood pressure checks monthly.
- Logan Healthcare, The Laurels, FairHope Hospice and CareTender VNA provide monthly blood pressure checks.
- Educational programs are provided by Hocking Valley Comm. Hospital, Central Ohio Hospice, Fairhope Hospice and Alzheimer's with topics of interest to seniors.
- Logan Healthcare and SHSC provide month Alzheimer's support group meetings.
- We held the Thirteenth Annual "Cruise for seniors" at Wal-Mart to raise money for the center in collaboration with Wal-Mart & Interim Healthcare.
- Many self-supporting recreation trips were taken in 2014, including: Branson, Amish Country, Dinner Theaters, and Senior Day at Fair, Parkersburg, 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, Corn Hole, Chair Volleyball, Cards, (Euchre and Bridge) Fellowship, Carry-In Wed. Lunch, Chorus, Line-Dancing basic and advanced, Thi-Chi, Sit and Be fit class, and Billiards.
- The Scenic Hills Senior Center Chorus, led by Rita Boyle, Sandy Grove and Sue Barrell, had several concerts throughout the year with public attendance.
- A lending Library with a large collection of books that have been donated by our members for use with no charge.
- The Senior Center now has (2 sets) handicap accessible doors for those in wheelchairs and automatic chairs for easier access to the building.
- With CDBG (\$65,600) funds we added a new whole building generator and upgraded all our heating and cooling units to high efficiency.
- All staff received First Aid and CPR Training from Hocking College with 100% passing expires (4/2014).
- Obtained \$125,000 in grants to supplement levy for operations of senior programs and services.
- Updated our billiard room and card room with carpet.

### **Key Statistical Information for 2014:**

- Number of homemaker clients: 63 clients/ 6,776 hours
- Number of transportation/medical escort: 1,008 clients/ 2,499 trips
- Number of miles driven by Scenic Hills Senior Center vans: 45,335
- Number of senior contacts made at center: 3000+

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

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

- Strive to make eligible individuals (50+) 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, services etc., enabling us to reach more of the senior population in Hocking County.
- Offer varied activities and opportunities to serve the needs of increasing numbers of seniors.
- Continue to update 1978 facility as funds allow meeting current needs of the center and senior population.
- Continue to build relationships with local agencies and partner in all advocacy issues.

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

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

**Number of Employees as of 12/31/14:** 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
  - 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)**

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

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

- Budget Commission
- Board of Revision
- Investment Advisory Board

### **Major Accomplishments During 2014:**

- Provided debit and credit card service to pay real estate and manufactured home taxes online and in the office.
- Held second Tax Lien Sale which has proven to be a great success for the county's revenue.

### **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:** Vicki Rafferty, CVSO

**Number of Employees as of 12/31/14:** 9

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

We operate in compliance with Title 5901 of the Ohio Revised Code. We assist with a variety of federal, state, and local benefits for our Veterans and their dependents. We offer a financial assistance program, claim filing with the Department of Veterans' Affairs (DVA), transportation to and from a Veterans' Affairs (VA) medical appointment, retrieving or correcting certified copies of DD214s, NGB-22s, Service Treatment Records, personnel files, and awards/medals. We also assist with filing burial benefits with the VA and also making sure each Veteran's grave in Hocking County has a flag flown prior to Memorial Day.

### **Major Accomplishments During 2014:**

Office staff obtained their Personal Identity Verification (PIV) cards that give access to the Stakeholder Enterprise Portal that allows electronic VA claim filings. VetraSpec by Dataspec is a computer software database that was selected to help assist in claim filings and financial assistance.

In March we hired a new on call van driver who will work on an as needed basis. We hosted the District 7 meeting for the Ohio State Association of Veteran Service Commissioners at AMVETS Post 1776. We also hosted the Director of Chillicothe Veterans' Affairs Medical Center (VAMC) at AMVETS Post 1776 for a question and answer session. In July we welcomed the new Director of Ohio Department of Veterans' Services, Tim Gorrell, in our office for a meet and greet.

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

### **Major Accomplishments During 2014 (Continued):**

In August we hosted an award ceremony for the family of the late Raymond Shumaker who received his awards and medals from Senator Sherrod Brown's office. We were influential in gaining a Veteran's Day at our county fair which allowed us to have our first ever visit by the VA's Mobile Vet Center to help Veterans and their families cope with mental health. We also were able to giveaway a riding lawn mower to an eligible Veteran during the fair, which drew in eligible applicants to various federal and local benefits.

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

We hope to get VetraSpec installed and build up the database, so we may have more efficient appointments with our clients. In March, we will once again host the Director of Chillicothe VAMC for a county wide public update and discussion of any challenges our local Veterans have faced using the facilities. We will be partnering with the Bureau of Motor Vehicles to reach out to Veterans identified in their system to notify them of our office and our duties. We will be reviewing and updating our Standard Operating Procedures to provide a more detailed account of our guidelines for operation. We hope to continue our mission of serving our local Veterans and their families who all greatly deserve our appreciation.

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

**Name of Department Head:** David Couch, Superintendent

**Number of Employees as of 12/31/14:** 35 full time employees, 5 part time employees

### **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. Two hundred fifty seven (257) Hocking County citizens with DD are enrolled and receive support/services on an on-going basis from the County Board.

The volunteer Board provides oversight for services for the HCBDD. Board members for 2014 were: Brenda Clary, President; Sandy Starner, Vice-President; Sharon Yantes, Recording Secretary; Bill Henderson, Tracee McKinley, Corey Spackey and John Williams.

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;

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

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

Habilitation; Ancillary Support Services (Occupational, Music, Speech & Physical Therapies); Nursing and Behavior Support.

### **Major Accomplishments during 2014:**

#### Administration/Adult Services

- 2014 expenditures were 10% under the proposed budget. HCBDD continues their efforts to be fiscally responsible.
- Doodlebugs, an art program for children ages birth to 3 years, was developed with over 50 children participating. The Doodlebugs currently meet at the Logan-Hocking District library.
- The Employment Connection, SOCIL, Opportunities for Ohioans with Disabilities (OOD) and Help Me Grow occupy office space in the Administration building.
- Helping Value Individuals Together (HVIT) is a group of parents, providers and friends joining together to support Hocking Valley Industries. The group's mission is to further opportunities for individuals with developmental disabilities who are served by the County Board while enhancing programming through financial support and community outreach. The group sponsored a successful "Breakfast with Santa" with over 300 people attending in December.
- Recognized March as DD Awareness month with events including an art show by Can-Do-Creations.
- Continues the activity program "Funtastic Adventures" that allow individuals to participate in outings in the community and social events. A total of 88 activities in 2014 included cooking and sewing classes at HVI, shows at Stuart Opera House, movies, bowling and dances. The most popular event planned was the Columbus Zoo.

#### Early Intervention

- Provided services to more than 40 infants, toddlers and preschoolers.
- Provided more than 100 hours of therapy services.

#### Service & Support

- Increased revenue by expanding service units in Target Case Management
- Family Support Services provided respite care, home modifications, adaptive equipment and other family driven supports.
- Participation in the "Imagine" project. A collaboration of eighteen (18) County Boards of DD and the Ohio Department of DD to revise our system of services to be more user-friendly.

#### Supported Housing

- Contracts with the Hocking Metropolitan Housing Authority, to maintain and manage six homes throughout the county which allows up to 18 individuals who receives services from HCBDD to live independently.

#### Residential Services

- Provides support to individuals in community residential settings so that the quality of their day to day experience is improved.

#### Vocational Services

- Hocking Valley Industries currently employs 45 individuals either full or part time at the sheltered workshop, 11 individuals with disabilities working on the cleaning service and 2 individuals working at the administration office.
- The Employment Connection, in cooperation with HCBDD, maintained a grant to assist students transitioning from high school into the community to provide employment preparation and new opportunities for individuals other than the sheltered workshop.

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

### **Key Statistical Information for 2014:**

- The Can-Do Creations art program continues to expand at Hocking Valley Industries.
- TEAM, athletic opportunities that allow individuals to participate in sporting events regardless of their athletic aptitudes. TEAM held “summer games” with 20 participants competing in a variety of track and field events.
- Our vehicles provided 15,000 trips to and from the sheltered workshop.
- Hocking Valley Industries cleaning service provided service to eight job sites.
- Twenty-nine individuals receive services in the habilitation department at HVI.

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

- The Board continues to make progress with a five (5) year strategic plan for 2014-2018.
- Continue to develop work-alternatives for individuals who would prefer employment opportunities and/ or who would choose other activities rather than 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 12/31/14:** 0

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

Death Investigation

## **Hocking County Juvenile Court**

**Name of Elected Official:** Judge Richard M. Wallar

**Number of Employees as of 12/31/14:** 10

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

- To provide for the care, protection, and mental and physical development of children in a family environment when possible, separating the child from the child’s parents only when necessary for the child’s welfare or in the interests of public safety
- To provide judicial procedures in which the parties are assured of a fair hearing and their constitutional rights and other legal rights are recognized and enforced
- To hold any offender accountable for actions
- To restore the victim

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

### **Primary Purpose of Department/Agency (Continued)**

- To rehabilitate the offender

## **Hocking County Probate Court**

**Name of Elected Official:** Judge Richard M. Wallar

**Number of Employees as of 12/31/14:** 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.
- 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:** Chief Scott W. Brooker

**Number of Employees as of 12/31/14:** 41

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

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

Hocking County EMS is dedicated to 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 we serve and when that request is made, we will be there to answer their call. Hocking County Emergency Medical Services, (EMS), recognizes that a personnel system that recruits and retains competent, dependable individuals is indispensable to effective government operation.

### **Major Accomplishments for 2014:**

Implementation of new Patient Care Reporting software (run report data) that has the capability of transferring patient treatment, vital signs and EKG's from the monitor.

### **Key Statistical Information for 2014:**

- EMS responded to 3,180 calls, resulting in 3,204 patients.

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

- 2015 marks the 35<sup>th</sup> Anniversary of Hocking County EMS.
- Three (3) new Emergency Vehicles are on order and delivery is anticipated mid-Summer of 2015.

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

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

**Number of Employees as of 12/31/14:** 2 Full Time and 1 part-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 public, attorneys, historians, genealogists and land title examiners utilize these invaluable records.

### **Major Accomplishments During 2014:**

- Continues to upgrade the computer system for the office and public use.
- Continues to provide a web delivery service, provider being Land Access, which allows indices online from January 1992 to the present to be accessed.

## Hocking County Recorder's Office (Continued)

### Key Statistical Information for 2014:

Documents Recorded in 2014:

<u>Index</u>	<u>Total</u>	<u>Index</u>	<u>Total</u>
Deeds	1,586	Partnerships	0
Mortgages	2,294	Soldier Discharges	12
Leases	49	Power of Attorneys	66
Liens	194	Plats	3
Miscellaneous	96	UCC's	0
		<b>Total Number Recorded:</b>	<b>4,300</b>

### Future Plans for the Department:

- Continue to maintain and preserve the county land records.
- Continue to upgrade the computer system used in the office.
- Continue at the best of our ability to serve the citizens of Hocking County.

## Hocking County Board of Elections Office

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

**Number of Employees as of 12/31/14:** 2-Full Time

### 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 2014:

- Successfully completed the 2014 Primary and General Elections in addition to an August Special Election for Logan Elm Local School District.
- Successfully completed the Annual Jury Draw and 3 supplemental draws.

### Key Statistical Information for 2014:

In a continued effort to maintain a clean list of registered voters, the Board of Elections completed the following in 2014:

- 1,019 new voters registered
- 4,271 updates to existing voters
- 1,210 confirmation notices mailed to inactive voters
- 281 voters were removed from the list due to death, moved, voter request and incarceration

### Future Plans for Department:

Starting the process of researching a new voting system for county wide use as the current system is aging.

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

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

**Name of Department Head/Elected Official:** Sheriff Lanny E. North

**Number of Employees as of 12/31/14:** 31

### **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.

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 2014:**

- Purchased Taser Body Cams for all deputies as an additional means of documenting events.
- Instituted scheduling changes to streamline the Concealed Carry Licensing Permit Process as well as background checks.
- Instituted scheduling changes that allow for better deputy coverage throughout the county.
- Concluded several complex and long term narcotic investigations with the Major Crimes Unit.
- Obtained a grant of over \$7,900 from the Office of Criminal Justice Services.
- The Sheriff's Interdiction Unit (SIU) conducted 155 drug investigations within Hocking County.
- Major Crimes Unit (MCU) conducted 84 long term drug trafficking investigations within Hocking County.
- MCU/SIU conducted 21 methamphetamine laboratory investigations.

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

### **Key Statistical Information for 2014:**

- Square miles of Hocking County covered by sheriff's office – 421 square miles.
- Hocking County population – over 28,000.
- Numerous call-outs for the Logan-Hocking Special Response Team.
- Responded to 2,374 complaints by the citizens of Hocking County.
- Conducted 100 Sheriff's sale of real estate.
- Served 3,959 subpoenas/papers for the courts.
- Deputies patrolled the county logging over 300,000 miles.

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

- Continue efforts to investigate and arrest drug traffickers in Hocking County.
- Continue to provide a high level service to the citizens of Hocking County.
- Work with the Logan-Hocking school system and Logan-Elm elementary on school safety plans.
- Continue to participate in the Fairfield-Hocking Major Crimes Task Force.
- Initiate new and continue current community oriented programs.
- Continue to provide quality in-service training to staff.
- Continue to seek grant funding for the office.
- Continue cooperation and coordination with Hocking County Opiate Task Force.

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

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

**Number of Employees as of 12/31/14:** 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.

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

### **Major Accomplishments During 2014:**

- Getting the increasing number of 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 2014:**

• Contracts, resolutions, letters, etc. processed for Commissioners	31
• Attendance at Commissioner's Meetings or meetings on their behalf	12
• Appointments, opinion/advice letters, contracts, etc. for Township Trustees	26
• Miscellaneous conferences, complaints, advise letters regarding public matters	39
• New Criminal/Juvenile Cases open for months of January-December, 2014	1,319
• Appearances in Juvenile Court	
• Abuse, Neglect, Dependency Cases	191
• Unruly, Delinquent & Traffic Cases	237
• Adult Cases	49
• Appearances in Municipal Court	1,525
• Appearances in Common Pleas Court	1,540
• Telephone calls and conferences	15,858
• Bad Checks processed	71
• Treasurer's Answers filed	79
• Discoveries prepared and filed	561
• CPO'S & TPO'S	90
• Probation Violations	161
• Tax Collection Letters/Delinquent Real Estate	0
• Bed Tax Correspondence	273

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

- Continue to work with Fairfield-Hocking Major Crimes Task Force.
- Continue to work with and support of Domestic Violence Court and Drug Court.
- Continue to cooperate 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 12/31/14:** 2 Part-time

### **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:** Sandra Ogle, President  
John Walker, Vice President  
Clark Sheets, Commissioner

**Number of Employees as of 12/31/14:** 7

### **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 02.01). 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 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.

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

### **Major Accomplishments During 2014:**

- Many residents were aided by receiving new septic systems through a grant that was obtained through the county.
- The demolition of several dilapidated houses through a grant received by the Moving Ohio Forward Program that improved the county's safety and its appearance.

### **Key Statistical Information for 2014:**

- Handicap ramp railing added to the Annex Bld to better assist the community
- Energy efficient lighting installed at Dog Shelter
- Increased handicap parking spaces to 3 to better serve the community
- East parking lot lines repainted

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

- Sanitary Sewer installation on St Rt 328 homes across from LHS
- Provide more parking for county employees

## **Hocking County Common Pleas Court**

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

**Number of Employees as of 12/31/14:** 6 full time, 2 part time

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

The Common Pleas Court is the general jurisdiction senior court of Hocking County. It hears cases involving divorce, dissolution, child support, child custody, companionship and modification of divorce decrees, as well as felony criminal cases (those which carry a possible prison sentence) all civil cases when \$1,000 or more is in question. Civil cases include those involving real estate, personal injury, malpractice and appeals from numerous agencies. The Court also hears petitions for injunctive relief such as restraining orders, civil protective orders and stalking orders.

### **Major Accomplishments During 2014:**

In 2013, the Court started a felony drug court. In late 2013, the Court applied to the Ohio Supreme Court for approval of the drug court. In January 2014, the Common Pleas Court received approval from the Supreme Court and was certified as having met their guidelines. The Court has continued to work with defendants in the drug court and two people successfully completed the program last year. The Court has obtained funding from the Ohio Supreme and the Hocking County Commissioners and is in the process of hiring a coordinator for the drug court.

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

### **Key Statistical Information for 2014:**

The Common Pleas Court of Hocking County was even busier in 2014 than it was in 2013. While the number of criminal cases declined, an increase in the number of civil cases and domestic cases more than made up for this change. The additional number of cases added to the work load of Magistrate Jeff Bender and the Clerk of Court's office, led by Clerk Sharon Edwards. The Court would like to, once again, express its gratitude to Magistrate Bender and the Clerk's office for their hard work in 2014.

<u>2013</u>	<u>2014</u>
270- Criminal Cases	246- Criminal Cases
198 -Civil Cases	365- Civil Cases
197 -Domestic Cases	379- Domestic Cases
26 –Appeals	26- Appeals
721 -Certificate of Judgment Executions	860- Certificate of Judgment Executions
<u>252 -Miscellaneous Cases</u>	<u>473- Miscellaneous Cases</u>
1664-Total	2349- Total

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

The Common Pleas Court will continue to work on the drug court so that defendants can become clean and sober.

## **Hocking County Municipal Court**

**Name of Elected Official:** Judge Fred Moses

**Number of Employees as of 12/31/14:** 12 full time, 4 part time

### **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.
- 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.

## **Hocking County Engineer's Office**

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

**Number of Employees as of 12/31/14:** 18 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; 264 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 395-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 2014:**

- Precast and replaced 1 bridge on Dunlap Road; installed several large diameter concrete pipes and a box culvert. The railroad bridge on Chieftain Drive was replaced by contract at a cost of approximately \$1.4 million.
- 17.48 miles of road were paved with hot mix. These included Rauber Road, Lime Bank Road, Moore Road (part), Buckingham Road (part), Jobs-New Pittsburg Road, Sand Run Road, Dawley Road, Bradford Drive, and Mercia Lane. County crews placed new stone berms on 34.96 lane miles of these newly paved roads.
- Our bridge crew installed 3,133 feet of various sizes of polyethylene and concrete pipe.

### **Key Statistical Information for 2014:**

- 1 bridge replaced
- 17.48 miles of roads paved
- 11,306 tons of stone purchased
- 3,430 tons of rock salt for ice/snow control purchased
- 5,095 tons of grit for ice/snow control purchased
- 5,012 feet of various sized culverts purchased
- 702 cubic yards of concrete poured
- 633 miles of roadside mowing
- 120 new house numbers were issued
- 81 new parcels
- 626 instruments of conveyance
- 142 surveys checked

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

### **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:** Sharon Edwards, Clerk of Courts

**Number of Employees as of 12/31/14:** 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.

### **Major Accomplishments During 2014:**

Legal department- New Computers

### **Key Statistical Information for 2014:**

Cases filed as of December 2014:

Foreclosure	203
Other civil	162
Divorce with children	48
Divorce without children	28
Dissolution with children	32
Dissolution without children	56
Miscellaneous cases	473
Certificate of Judgments	860

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

### **Key Statistical Information for 2014 (Continued)**

Court of Appeals	26
Criminal Cases	246
Civil Protection Order	25

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

- To continue to serve the citizens of Hocking County to the best of our ability.
- New Software Program

## **Hocking County 911**

**Name of Department Head:** Sandy Wintermute, Director

**Number of Employees as of 12/31/14:** 7 Full-time and 8 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 2014:**

- Implemented new CAD and new DDTI Mapping for Hocking County
- Reworked very small kitchen area for dispatchers to make more efficient
- New stackable monitors at each position in center for dispatch

### **Key Statistical Information for 2014:**

Total calls for 2014:

• EMS	3,039
• HCSO	1,318
• Fire	1,089
• LPD	1,023
• Other law	239
• Wrong #	447
• OSHP	923
• Hang Ups	1,891
• Misc. Information	1,500
• Child playing with phone	184
• Cell Calls	6,237
• VOIP Calls	<u>151</u>
Total	18,041

## **Hocking County 911 (Continued)**

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

- Upgrade E911 Equipment/Process of 911 calls
- Continue to work with Map and Drafting on Mapping issues for 911

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

**Name of Department Head:** David A. Ogg, Director

**Number of Employees as of 12/31/14:** 2

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

EMA's mission is to plan for, protect against, respond to, recover from, and mitigation of, any hazards that might occur in the county. This is done by updating the county emergency plans, by working closely with first responders, and by training and exercises conducted throughout the year.

### **Major Accomplishments During 2014:**

A Table Top exercise was completed in the spring that tested the County's ability to respond to an emergency. The exercise was attended by Local officials, and first responders, and was evaluated by the Ohio EMA. We are continuing to work with Regional Planning and other county offices on the completion of the County Hazard Mitigation Plan. In July Hocking County EMA contracted with Civic Ready to provide emergency notification abilities for not only land-line phones, but also Cell phones and E-mail alerts. Civic Ready has since included CDC, WHO, homeland Security alerts as well as the National Weather Service alerts.

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

We will continue to work with our First Responders, and elected officials to prepare for emergencies that may happen in the County. We will offer training classes as they become available. The Hazard Mitigation plan will be finished in 2015, and we will start updating the County Emergency Operations Plan.

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

**Name of Department Head:** Victoria Hilliard, LSW

**Number of Employees as of 12/31/14:** 1

### **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.

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

### **Major Accomplishments During 2014:**

- Continued collaboration with Fairfield County Family, Adult, and Children First Council to work on a grant opportunity. Under the Drug Free Community Grant, Fairfield County will mentor Hocking County FCFC in establishing a coalition to address teen substance abuse. The coalition will work to change environmental factors in Hocking County to eliminate access of substances to teens.
- Enhance programming of a therapeutic photography group for at-risk teens and adolescents. Group participants were given opportunities to enhance their creativity and self-esteem through photography. A gallery show was held in August 2014 at the Bowen House, where participants displayed and sold their artwork. Donations for this project were generated during 2014.
- A County-wide training was provided to participating agencies/services on the Family Team Model. This training allowed for the enhancement of community collaboration and commitment to strengthening our families.
- Funding was provided to approximately 90 families to participate and engage in structured activities. These family-centered activities allowed the families to interact in a positive manner and improve their overall family functioning.
- Funding was provided to allow 28 youth in Hocking County to attend a 5 day summer camp. This allowed the children to interact with peers in a positive manner, improve decision making skills, and enhance self-esteem.

### **Key Statistical Information for 2014:**

- In 2014, \$78,692 went towards the care of children who have the highest needs in the County. These funds helped support services such as residential care, respite placements, psychological evaluations, and mental health treatment. Pooled funding partners contribute to this fund, enabling this population to be adequately served. The Pooled Funding Partners include: 317 Board, South Central Ohio Job and Family Services, Hocking County Board of Developmental Disabilities, Hocking County Juvenile Court, Logan Hocking Local School District, and the Hocking County Health Department.
- Approximately 100 family teams 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.
- Approximately \$17,000 was spent on Family Centered Support Services. These funds are made possible by state social service agencies. The funding was used to provide respite services, social and recreational supports, structured activities to improve family functioning, and other needs for our local families who are involved in service coordination.

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

- Continued to work with Fairfield County to explore options in establishing a teen substance abuse coalition.
- Continue to expand and develop programming for our therapeutic photography group.
- Receive grant funds to implement a parent-lead support group. This group will address parenting issues and enhance protective factors in children.

## **Hocking County Health Department**

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

**Name of Department Head/Elected Official:** Douglas Fisher, Health Commissioner

**Number of Employees as of 12/31/14:** 18

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

Our mission is 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 2014:**

- Worked with the township trustees to collect 3200-3600 passenger tire equivalents for recycling,
- Partnered with the Ohio EPA and County Commissioners to help 11 low-income homeowners to upgrade or replace failed septic systems,
- Over 100 bags with infant safe sleep information, onesies and HALO sleep sacks distributed to new mothers at WIC & immunization clinics.,
- Cribs for Kids Program- 4 Pack & Play cribs distributed to mothers to provide a safe sleep environment for their infant.

### **Key Statistical Information for 2014:**

- Health Clinic – 1,254 Visits and 104 Clinics or Events
- Shots – 2,261 immunizations and 2,159 Flu
- WIC – Certifications/Recertification's – 1,680
- WIC – Nutrition Education – 1,363
- Home Visits- 14
- Environmental Reports, Permits, Inspections, Evaluations – 1,905

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

Complete the National Public Health Performance Standards Program with community partners and continue to prepare for National Public Health Accreditation.

## **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: Jo Ann Murtha - Chairman, Jason Allison – Vice Chairman, Allan Johnson – Secretary, Clayton Stahr – Treasurer/Fiscal Agent, Richard Harwood – Alternate Fiscal Agent

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

**Number of Employees as of 12/31/14:** 3 full-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 the Ohio Department of Natural Resources, USDA-Natural Resources Conservation Service and other offices in and around Hocking County.

### Major Accomplishments During 2014:

<b>Initiative Name</b>	<b>Presentation/ Activity Type</b>	<b>SUM (# of Presentations /Activities)</b>	<b>SUM (Number of Attendees)</b>
2014 Affiliate Members	Program Assistance/Outreach	1	57
2014 Area/State/National Meetings & Trainings for District	Legislator/Local Official Program	1	1
2014 Area/State/National Meetings & Trainings for District	Non School Related Program	1	1
2014 Area/State/National Meetings & Trainings for District	Program Assistance/Outreach	1	2
2014 Area/State/National Meetings & Trainings for District	Programs for Professionals	26	68
2014 Area/State/National Meetings & Trainings for District	Public Events	1	31
2014 Area/State/National Meetings & Trainings for District	School Program	2	14
2014 Bishop Educational Gardens	General Public Program	14	198

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

### Major Accomplishments During 2014 (Continued):

<b>Initiative Name</b>	<b>Presentation/ Activity Type</b>	<b>SUM (# of Presentations /Activities)</b>	<b>SUM (Number of Attendees)</b>
2014 Bishop Educational Gardens	Non School Related Program	2	17
2014 Bishop Educational Gardens	Public Events	3	4833
2014 Bishop Educational Gardens	School Program	20	243
2014 Calls & Walk-ins – Administrative	Program Assistance/Outreach	9	707
2014 Calls & Walk-ins – Education	Program Assistance/Outreach	9	759
2014 Calls & Walk-ins - Farm Bill	Program Assistance/Outreach	9	415
2014 Calls & Walk-ins - Forestry WLS	Program Assistance/Outreach	9	251
2014 Calls & Walk-ins - Land Use/Planning	Program Assistance/Outreach	9	98
2014 Calls & Walk-ins- Ponds & Wetlands WLS	Program Assistance/Outreach	7	61
2014 Calls & Walk-ins - Topics Otherwise Not Listed	Program Assistance/Outreach	9	1059
2014 Calls & Walk-ins - Wildlife Nuisance WLS	Program Assistance/Outreach	8	170
2014 Calls & Walk-ins - Wildlife WLS	Program Assistance/Outreach	9	132
2014 Education – Elementary	School Program	65	1810
2014 Education - High School	School Program	20	307
2014 Education - Other Groups	Educator Workshop	1	18
2014 Education – Preschool	School Program	10	118
2014 Elected Officials/Gov Agency Contacts	Legislator/Local Official Program	12	100
2014 Equipment Rentals	Rental Equipment	34	34

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

### Major Accomplishments During 2014 (Continued):

<b>Initiative Name</b>	<b>Presentation/ Activity Type</b>	<b>SUM (# of Presentations /Activities)</b>	<b>SUM (Number of Attendees)</b>
2014 Events/Partnering	Public Events	13	728
2014 Hocking SWCD Events	Farmer/Landowner Program	6	123
2014 Hocking SWCD Events	General Public Program	4	54
2014 Hocking SWCD Events	Legislator/Local Official Program	14	14
2014 Hocking SWCD Events	Non School Related Programs	6	48
2014 Hocking SWCD Events	Programs for Professionals	10	88
2014 Hocking SWCD Meetings	Public Events	15	302
2014 Meetings/Trainings Other Agencies	Educator Workshop	1	1
2014 Meetings/Trainings Other Agencies	Farmer/Landowner Program	2	2
2014 Meetings/Trainings Other Agencies	General Public Program	2	2
2014 Meetings/Trainings Other Agencies	Legislator/Local Official Program	29	41
2014 Meetings/Trainings Other Agencies	Programs for Professionals	16	19
2014 Meetings/Trainings Other Agencies	Public Events	13	14
2014 Meetings/Trainings Other Agencies	School Program	3	7
2014 Newsletters/Website/Media	News Releases	2	2
2014 Newsletters/Website/Media	Newsletters	4	4282
2014 Newsletters/Website/Media	Newsletters	54	72

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

**Major Accomplishments During 2014 (Continued):**

<b>Initiative Name</b>	<b>Presentation/ Activity Type</b>	<b>SUM (# of Presentations /Activities)</b>	<b>SUM (Number of Attendees)</b>
2014 Sales - Plat Books, Topo Maps, Trees, Fish etc.	Sales	6	129
2014 Scholarships	School Program	1	1
2014 Tri-County Invasives Team	Programs for Professionals	4	17
2014 Wildlife Food Plot Seed - WLS	Farmer/Landowner Program	1	13
HWA Geo Environmental Science Project	School Program	3	64
Hocking County EMA - Natural Hazards Mitigation Plan	Legislator/Local Official Program	2	2

**Future Plans for Department/Agency**

Plan to continue to provide the same services and programs in the future as well as expanding programs and services as opportunities and needs arise. Also plan to provide training for our staff so they can provide better services for the County. Increase educational programming at Bishop Educational Gardens (the District’s education center) with monthly activities for all ages and field days and workshops for school children.

**Hocking County Sanitary Sewer District**

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

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

**Number of Employees as of 12/31/14:** 2 Full-Time, 1 part-time

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

To maintain three wastewater treatment systems and four Collection Systems in Hocking County by following requirements set forth by the Ohio EPA through a National Pollutant Discharge Elimination System Permit (NPDES). Plans and schedules the operation and maintenance of all the systems and related infrastructures.

## **Hocking County Safety Department**

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

**Name of Department Head:** Marjorie Davis, Safety/Loss Control Coordinator

**Number of Employees as of 12/31/14:** 1

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

Provide a safe work environment for county employees and public. The Department develops, implements, and updates required safety policies and programs related to injury and illness prevention, occupational diseases, ergonomics, safety hazard materials compliance, industrial hygiene, emergency preparedness, safety training and record management.

The Department plans, develops, implements and monitors the County's Safety Programs in accordance with Public Employers Risk Reduction Program (PERRP). Yearly inspections are conducted by a representative of the Bureau of Worker's Compensation (BWC) or PERRP of all county facilities. The Safety Personnel conducts periodic safety walk-through inspections of facilities to ensure the safety of employees and visitors. Coordinates with and provides training, assistance, and advice to all County departments, agencies and staff on occupational and safety issues. Department monitors accident and incident reporting and evaluates employee inquiries, suggestions, accidents, and complaints.

### **Accomplishments During 2014:**

- Received BWC funds for participation in Safety Council and Group Retro
- Reduction in allowable BWC claims
- ARSC Safety & Health Fair Participation
- Conducted annual Safety Day Training for all County employees

## **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 12/31/14:** 1 Full-time Dog Warden  
1 Part-time Kennel Assistant

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

Enforces statutes for regulation of licensing, ownership, and animal control; warns owners and issues citations for animal violations pursuant to the Ohio Revised Code. Responsible for sale of animals; licenses and charging of pound fees. Maintains daily logs, reports and takes phone calls and greets public. Knowledge of radio systems, communication signals and codes. Maintains good public relations. Advises public regarding reclaim, relinquishing and adoption of animals. Destroys and disposes of animals when necessary. Conducts investigations of dog bite cases in conjunction with the Health Department and

## **Hocking County Dog Shelter (Continued)**

### **Primary Purpose of Department/Agency(Continued)**

monitors home quarantine for bite animals. Responds to animal complaint calls, sizes and impounds stray animals as required. Investigates and takes appropriate action to protect inhumane treatment of animals. Issues license warnings. Provides information on overpopulation of animals and what assistance is available to pet owners. Coordinates animal control activities and/or policies with various county and local agencies. In addition to keeping animals and public safe, attend required training and seminar sessions, and comply with health and safety regulations. Act as a liaison with the local police/sheriff departments and animal welfare organizations on all matters relating to animal control and welfare. There were 5,661 dog tags and 52 kennel tags, 41 3-year tags, 3 perm tags, 1 dangerous, and 323 booster tags sold in 2014.

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