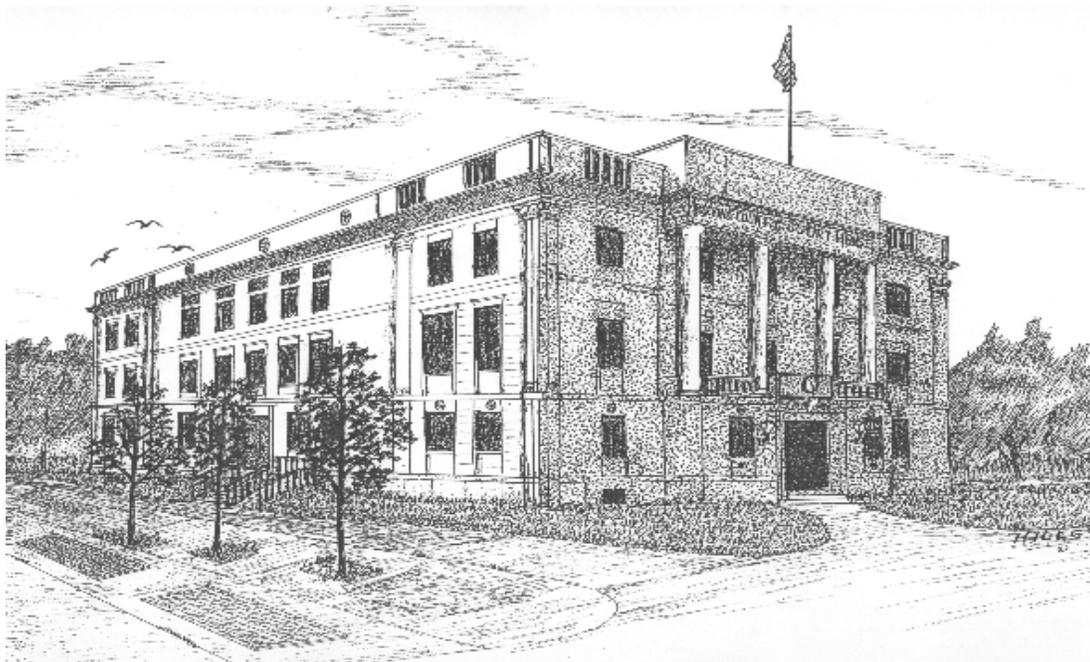


HOCKING COUNTY  
2018 POPULAR ANNUAL FINANCIAL REPORT



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 twenty first time the Hocking County Popular Annual Financial Report (PAFR) for the fiscal year ended December 31, 2018. Some of the information included in this report comes from our Basic Financial Statements which have been audited by the Ohio Auditor of State Office. 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.....

Jeffrey Dickerson, President  
Sandra Ogle, Vice President  
Gary Waugh, Commissioner

**Other Elected Officials...**

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

Kenneth R. Wilson  
Sharon Edwards  
Judge John T. Wallace  
David L. Cummin, MD  
William R. Shaw  
Judge Frederick T. Moses  
Judge Jonah M. Saving  
Benjamin E. Fickel  
Sandra K. Leach-Hunt  
Lanny E. North  
Diane S. Sargent

**Appointed Officials...**

Board of Elections Director.....  
Dog Warden.....  
Emergency Management Director.....  
Emergency Medical Services Director.....  
Family & Children First Council Director.....  
Hocking County Health Department Commissioner.....  
Scenic Hills Senior Center Director.....  
Veterans Service Officer.....  
Hocking County 911 Director.....  
Board of Developmental Disabilities  
  Superintendent.....  
Hocking County Regional Planning Commission.....  
Hocking County Soil and Water Conservation District-  
  Chairman.....  
Sewer District Superintendent.....

Lisa Schwartze  
Craig Hartman  
Cesalie F. Gustafson  
Scott Brooker  
Victoria Hilliard  
Douglas Fisher  
Marjorie Moore  
Vicki Rafferty  
Sandy Wintermute  
  
Jill Squires  
Audie L. Wykle  
  
Jason Allison  
Timothy Meehling

## **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 5.1 percent in 2018. 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 and Nelsonville, 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 5 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 42 of this report provide details 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, 2018  
Hocking County, Ohio

**Revenues (Resources Taken In):**

Taxes	\$ 11,114,161
Charges for Services	3,474,995
Fees, Licenses and Permits	88,310
Fines and Forfeitures	566,855
Intergovernmental	9,310,449
Special Assessments	531
Investment Earnings	208,004
All Other Revenues	334,813
<b>Total Revenues &amp; Resources</b>	<b>\$ 25,098,118</b>

**Expenditures (Services Provided):**

Current:

General Government:

Legislative and Executive	\$ 3,521,738
Judicial	2,940,153
Public Safety	5,074,165
Public Works	4,097,199
Health	5,744,163
Human Services	1,461,686
Economic Development and Assistance	438,999
Conservation and Recreation	236,991
Capital Outlay	3,386,106

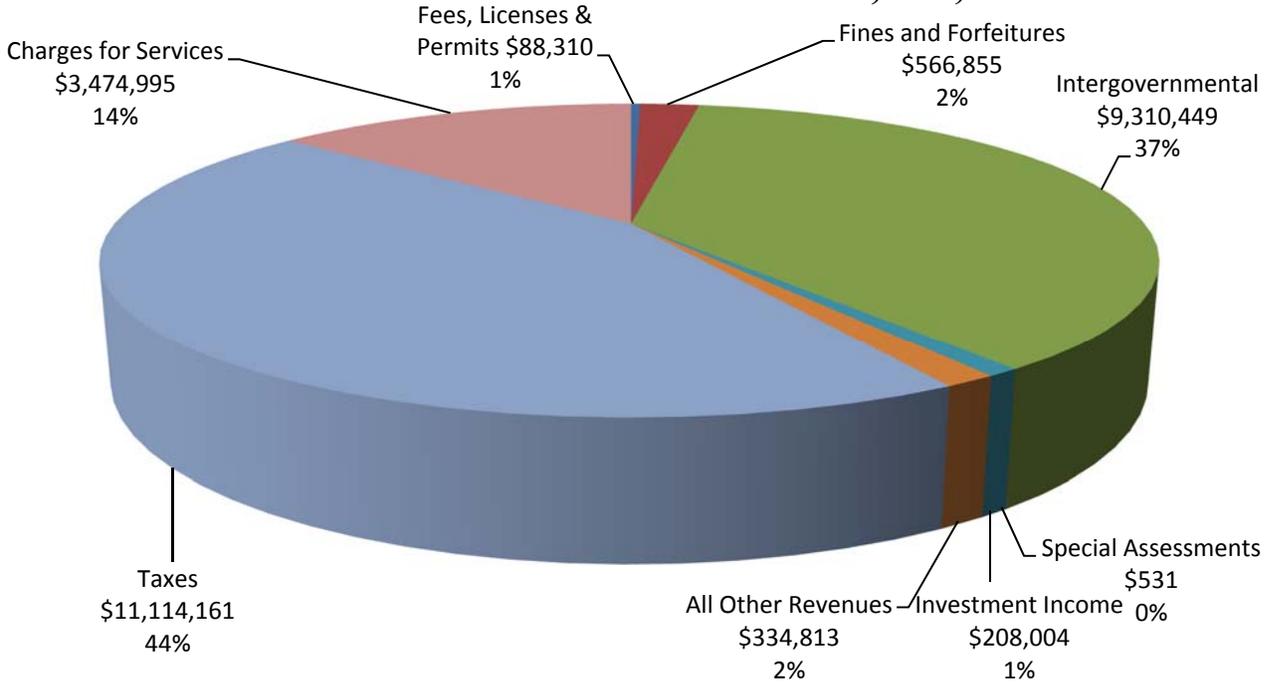
Debt Service:

Principal Retirement	650,400
Interest and Fiscal Charges	65,157
<b>Total Expenditures &amp; Services</b>	<b>\$ 27,616,757</b>

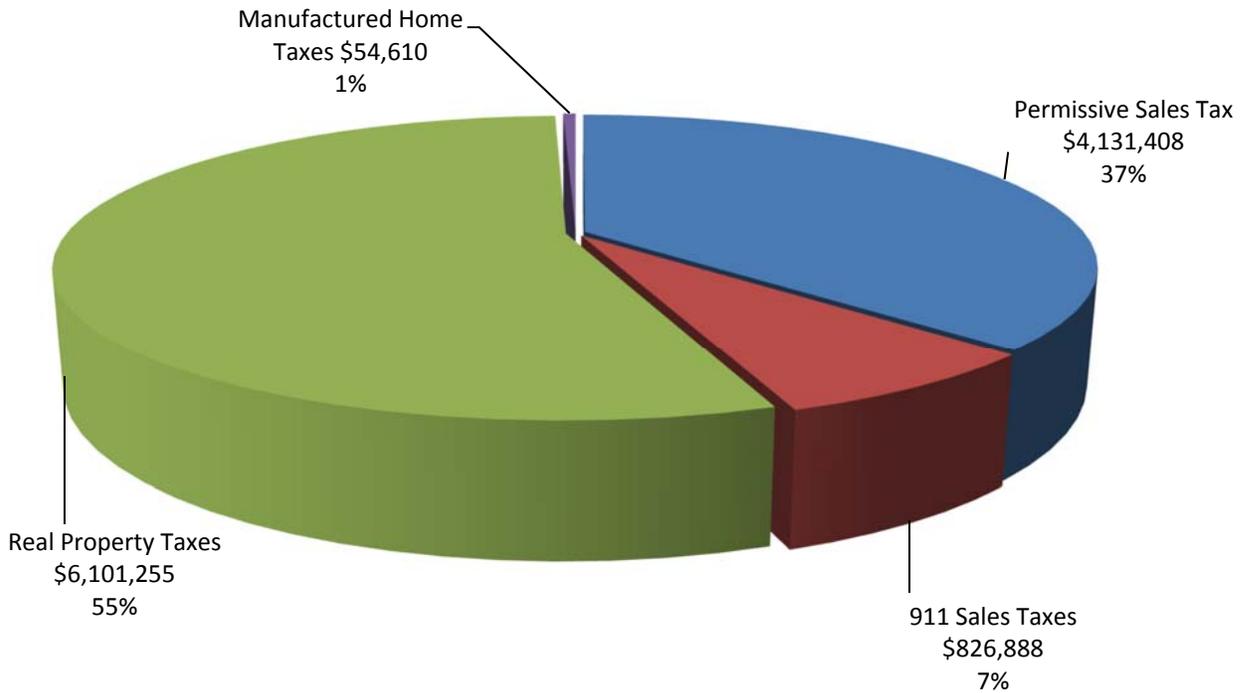
**Revenues & Resources**

**Under Expenditures & Services**      **\$ (2,518,639)**

## HOCKING COUNTY - 2018 WHERE THE MONEY COMES FROM RESOURCES RECEIVED - \$25,098,118



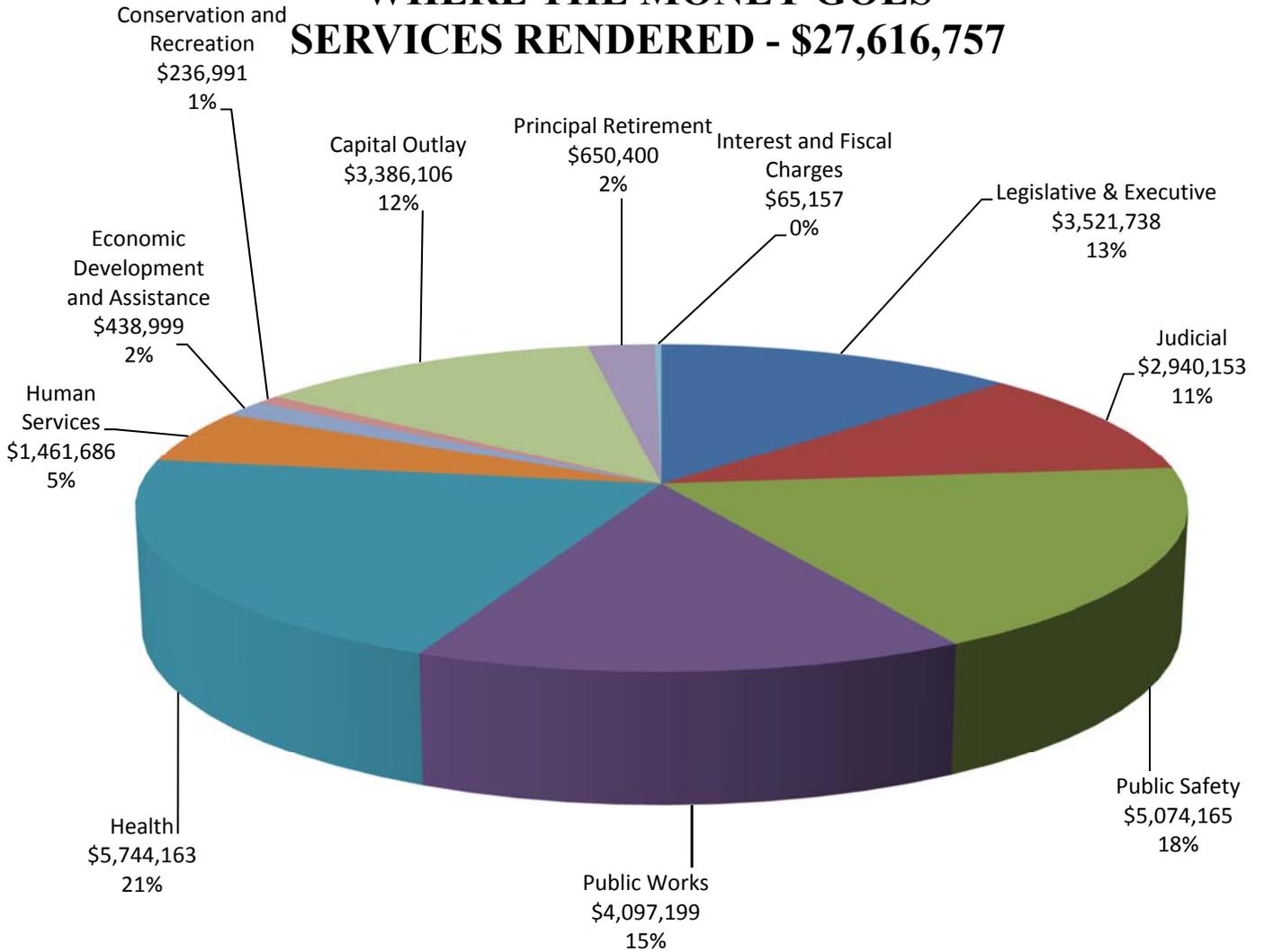
## HOCKING COUNTY - 2018 DETAIL OF TAXES BY TYPE \$11,114,161



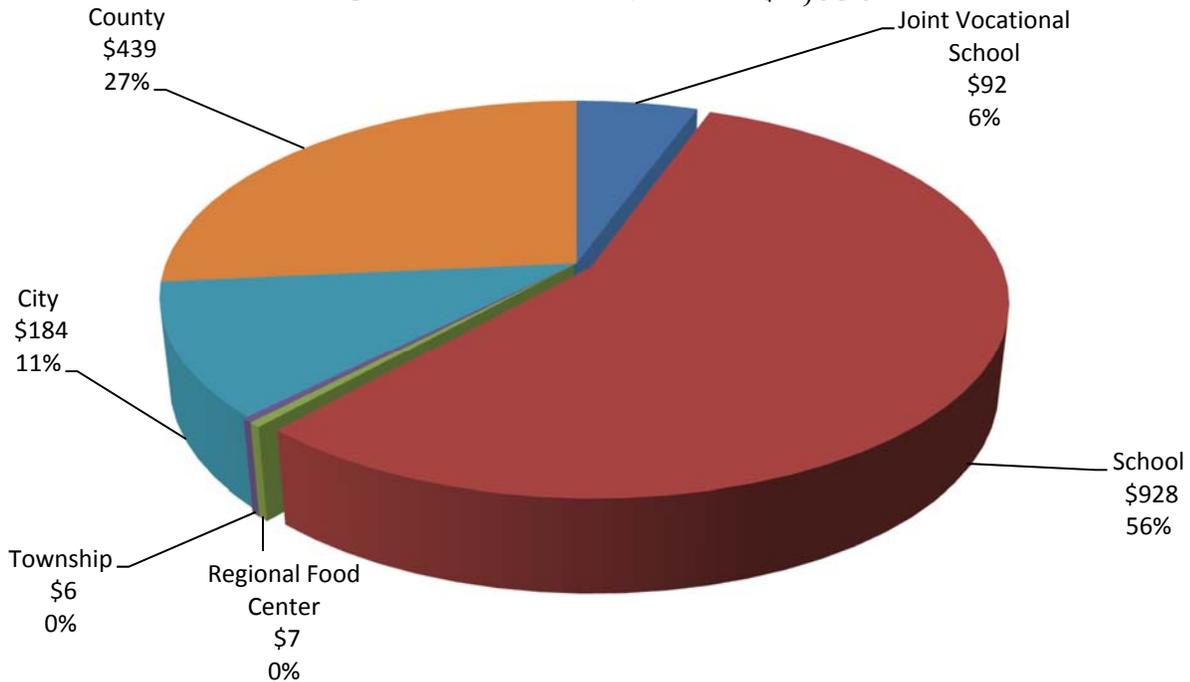
# HOCKING COUNTY - 2018

## WHERE THE MONEY GOES

### SERVICES RENDERED - \$27,616,757

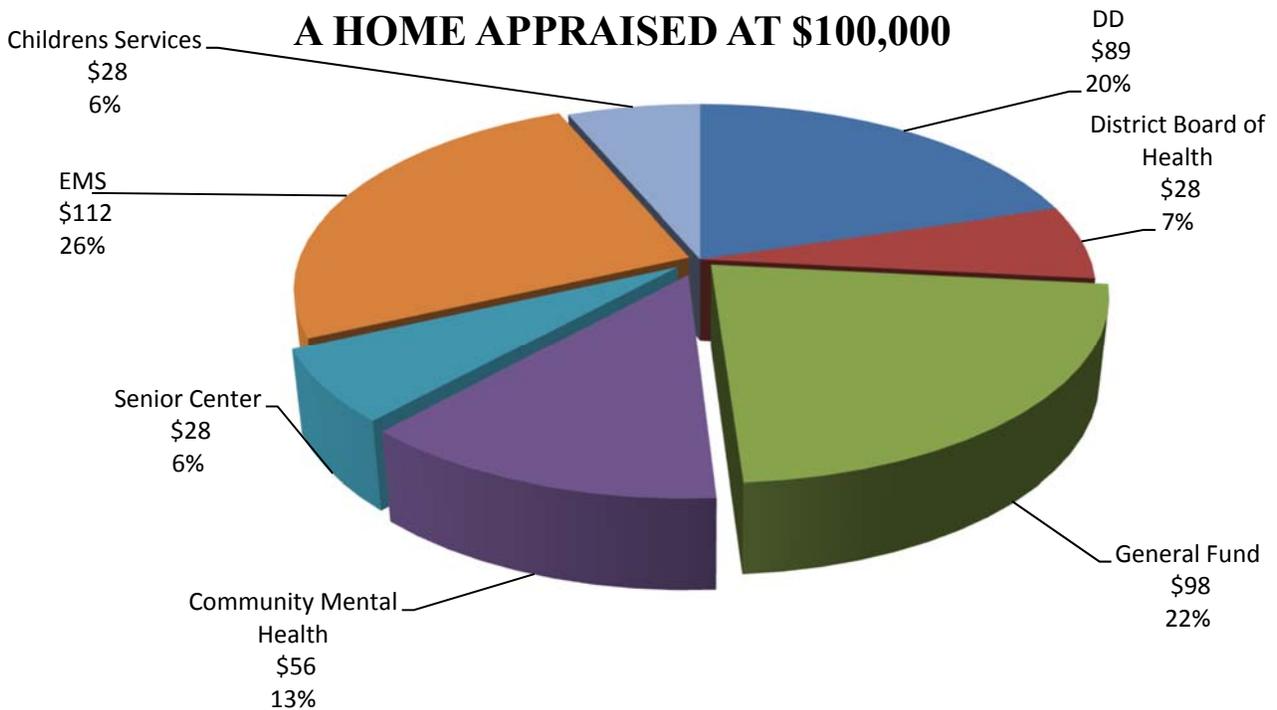


**HOCKING COUNTY - 2018  
ALLOCATION OF TAX REVENUE ON A HOME  
WITH AN APPRAISED VALUE OF \$100,000  
TOTAL TAX LEVIED - \$1,656**



\*Tax calculation based on a tax value of 35% and an effective rate of 47.316546 mills.

**HOCKING COUNTY - 2018  
ALLOCATION OF TAX REVENUE \$439  
WITHIN THE COUNTY GENERATED FROM  
A HOME APPRAISED AT \$100,000**



## Hocking County - 10 Largest Real Estate Taxpayers 2018

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Wal-Mart Real Estate Business	Retail	\$ 2,432,760
Smead Manufacturing Co.	Paper Products Mfg.	\$ 1,654,580
Rocky Brands, Inc.	Warehouse	\$ 1,652,640
Hocking County CIC	Leasing Commerical Space	\$ 1,538,190
Bolton Properties Limited	Agriculture	\$ 1,449,720
Crane Hollow, Inc.	Non-profit Nature Preserve	\$ 1,406,090
Kilbarger, Edward & Marjorie Trustees	Leasing Company	\$ 1,357,440
Elm Court Apts 1	Apartments	\$ 1,145,170
Logan Property, LLC	Health Care Facility	\$ 1,129,800
Amanda Bent Bolt Co.	Manufacturing	\$ 998,140

## Hocking County - 10 Largest Public Utilities Taxpayers 2018

<u>Name of Business</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>
Columbia Gas Transmission Corp.	Public Utility	\$ 52,753,040
Ohio Power Co.	Public Utility	\$ 21,918,630
AEP Ohio Transmission Company, Inc.	Public Utility	\$ 21,445,160
South Central Power	Public Utility	\$ 5,834,220
Columbia Gas of Ohio, Inc.	Public Utility	\$ 3,463,980
East Ohio Gas Co.	Public Utility	\$ 732,240
Duke Energy Ohio, Inc.	Public Utility	\$ 401,300
Madison Energy Cooperative Association	Public Utility	\$ 56,990
Northeast Ohio Natural Gas Corp.	Public Utility	\$ 26,870
Buckeye Power Inc.	Public Utility	\$ 14,460

## Hocking County - Top Employers 2018

Name of Business	Industry	Employees
Mennel Milling	Flour Manufacturer	24
Gabriel Logan, LLC	Millwork Fixtures	35
Logan Coatings, LLC	Automotive Part Manufacturer	47
The Citizens Bank of Logan	Financial Institution	51
The General Electric Company	Fluorescent Lamp Manufacturer	54
Hocking Valley Industries, Inc.	Adult Services Vocational/Non-Vocati	68
Logan Clay Products Company	Clay Pipe Manufacturer	76
Kilbarger Enterprises, Inc.	Construction Services	77
Ohio EPA - Southeast District	State Government Agency	85
Hopewell Health Centers, Inc.	Healthcare	87
Logan Health Care, LLC	Long-Term Healthcare	90
City of Logan	Local Government	122
The Kroger Co.	Retail Grocery	145
Amanda Manufacturing	Automotive Part Manufacturer	212
The Smead Manufacturing Company	Document Mngmnt Manufacturer	249
Wal-Mart	Retail	250
Hocking County Government	Local Government	313
Hocking Valley Community Hospital	Healthcare	325
Logan-Hocking School District	Education	522

Source: Hocking County Auditor

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

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

**Number of Employees as of 12/31/18:** 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 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 2,044 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 21,199 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 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.

## **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
- Buckeye Hills Regional Development Agency – Alternate Member
- Hocking County Community Improvement Corporation – Member
- Logan-Hocking Schools Business Advisory Council - Member

### **Major Accomplishments during 2018:**

- Imaging Tax Map Documents for Electronic Digital Files
- Monitoring conversion to SCOIC Health Insurance Program (Began 1/1/2015)
- Serving as fiscal agent of the Hocking Valley Community Residential Center in Nelsonville.
- Upgrade of Data Processing Equipment to maintain local area network.
- Maintaining Affordable Care Act Monitoring Reports.
- Establishing Accounting process for several new Grants.
- Completion of 2017 Single Audit by Auditor of State's Office with outstanding review.
- Working with Commissioners and Sheriff for new jail and opiate treatment center in the County.

### **Key Statistical Information for 2018:**

• Real Property Taxes -	\$26,625,681 distributed
• Personal Property Taxes -	\$ 0 distributed
• Manufactured Home Taxes	\$ 279,889 distributed
• Payroll Checks -	611
• Direct Deposit Payroll-	7,550
• Voucher Checks -	9,387
• Vendor's Licenses -	30
• Dog Tags -	4,507
• Kennel Licenses -	49
• 3 Year Dog Tags	33
• Permanent Dog Tags	2

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

### **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.
- Work with Independent Public Accounting Firm with 2018 county single audit.
- Watch for opportunities to partner on projects to be more cost efficient.
- Monitor new General Assemble and Governor with impact to local governments.
- Monitor Auditor of State Financial Health Indicators Report.
- Monitor new Hocking Jail and Treatment Center developments with County Sheriff and Ohio Department of Corrections.
- Development of Fiscal Operations for new Hocking Facility for opiate offenders and jail operations.

## **Scenic Hills Senior Center**

**Executive Director:** Marjorie Moore

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

### **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 2018:**

- Events and fundraisers were held to promote awareness of the center and supplement levy funding for operation/building costs. (Cruise-In, Soup Supper/Dinner Shows, Girl's Night In, Ice Cream Social, Valentine Lunch, Senior Day, and much more).

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

### **Major Accomplishments during 2018 (Continued):**

- A fall Health Fair was sponsored by Scenic Hills Senior Center with partners attending: Hocking County EMS, Hocking County Health Dept. and Logan Care and Rehab 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 Care and Rehab, First Settlement, Wal-Mart, Hocking Valley Community Hospital, The Laurels, Hickory Creek, Carlin House, Care Tenders VNA, and Citizens Bank of Logan provide free monthly Bingo for our seniors.
- Fairhope Hospice/Pickering House provided our monthly birthday cakes and free monthly blood pressure checks.
- Logan Care & Rehab, The Laurels, Fair Hope Hospice, Care Tender VNA and Carlin House provide monthly blood pressure checks.
- Educational programs are provided by local partners with topics of interest to seniors.
- We have added evidence-based classes such as Matter of Balance three times a year.
- Open enrollment from October-December through Ohio Senior Health Insurance Information Program (Marjorie Moore) Certified Counselor.
- Provide monthly health talks through the Logan Network Group.
- We held the 17<sup>th</sup> Annual “Cruise for Seniors” at Wal-Mart to raise money for the center in collaboration with Wal-Mart of Logan.
- Many self-supporting recreation trips were taken in 2018, including: Maine, Florida, Amish Country, Dinner Theaters, Senior Day at the Fair, Parkersburg plays, Marietta, The Ark, 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, Special Lunch, Chorus, Line-Dancing (basic and advanced), Thai-Chi, Sit and Be Fit class, Chair Yoga and Billiards.
- The Scenic Hills Senior Center Chorus, led by Rita Boyle, Sandy Grove and Jack Stage, had several concerts throughout the year with public attendance.
- A no-charge lending library with a large collection of books that have been donated by our members for use.
- The Senior Center has an all-time high membership of 752 paid members.
- With Target of Opportunity funds (\$200,000) and a match (\$200,000) we will build on a 1581 sq ft addition to the back of the building.
- Scenic Hills Senior Center became certified through Ohio Association of Senior Centers with Executive Director, Marjorie Moore receiving her Administrator of Aging Services Certificate in 2018.
- We passed an additional levy in 2017 for the 2018 year to help maintain/upgrade our facility and services.
- Upgraded the kitchen facility with new counters, cabinets, stove and flooring.
- Upgraded flooring to dining area, living area and both main bathrooms.

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

### **Key Statistical Information for 2018:**

- Number of homemaker clients: 22 clients/ 1,864 units
- Number of transportation trips in and out of town: 301 clients/ 1,515.5 trips
- Number of miles driven by Scenic Hills Senior Center vans: 77,901
- Number of senior contacts made at center: 4000+

### **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 12/31/18:** 3 Full-time

### **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

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

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

- Special Assessment Tax
- Other fees collected:
  - Cigarette License Fee
  - Vendor License Fee
  - County Sewer Fees
  - Fees, Fines and Miscellaneous moneys from all departments.

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 2018:**

- Continuation of tax lien sales to help bring in more revenue for the county and reduce tax delinquency.
- Continued use of our investment company to aid in investments to produce more revenue for the county.

### **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 12/31/18:** 9

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

We advocate for Veterans and their dependents to obtain the maximum local, state, and federal benefits available to them.

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

### **Major Accomplishments During 2018:**

- We added decals to complete our flag disposal box located under Annex overhang for all to use.
- Displayed several billboards to promote our office.
- Assisted Hocking County Sheriff's Office to help Veterans' apply for their free CCW permit.
- Outreached at the Hocking County Fair.
- Held our first ever Medicare and VA seminar.
- Purchased a new sound system for Veterans focused events.
- Purchased new computers and printers for the office.
- Attended NACVSO (National Association County Veterans Service Officers) national conference.
- Handed out care packages and Christmas ornaments for the Girl Scouts.
- Distributed hams and turkeys to Veterans for Thanksgiving and Christmas.

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

- Welcome new board member from AMVETS, Robert Imel.
- Hold another Medicare seminar during Medicare Open Enrollment.
- Hold seminar for retirees regarding TRICARE.
- Outreach and advertise as much as possible.
- Hold VA mobile clinic for flu shots and VA healthcare enrollment.
- Outreach at local fair.
- Attend NACVSO conference and other available trainings to further education.
- Attend partner meeting with Job and Family Services and Chillicothe VAMC to better assist Veterans and their dependents.

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

**Name of Department Head:** Jill Squires, Superintendent

**Number of Employees as of 12/31/18:** 21 Full-time, 1 Part-time

### **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 sixty two (262) Hocking County citizens with DD are enrolled and receive support/services on an on-going basis from the County Board.

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

The volunteer Board provides oversight for services for the HCBDD. Board members for 2018 were: John Williams, President; David Kunkler, Vice-President; Tracee McKinley, Recording Secretary; Julie Blackburn, Jamie Mays, Sandy Starner and Sandy Vornberger.

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 8 years of age); Help Me Grow (at risk families with children pre-natal through age two); School Age (9 years of age through age 21 or graduation); Adult Services (16 years of age throughout adulthood); Family Support Services; Case Management/Service Coordination; Residential Support; Ancillary Support Services (Occupational, Speech & Physical Therapies); Nursing and Behavior Support.

### **Major Accomplishments during 2018:**

#### Administration/Adult Services

- Successfully transitioned to a new Superintendent.
- Maintained operating expenses within the budget.

#### Early Intervention (EI)/Home Visiting

- The Early Intervention program welcomed a new Development Specialist and added consultation with an Early Childhood Mental Health Consultant.
- The EI program met all compliance areas at a rate of 100%.
- The Home Visiting program went through the intensive and rigorous accreditation process with Health Families America though we have not yet learned the outcome of that process.
- The Early Childhood Department participated in many community outreach events including Saturdays on Main, Shining Stars, the Hocking County Fair, Kidpalooza, Trunk-or-Treat, Doodle-Bugs and hosted several more events.

#### Service & Support

- Family Support Services provided respite care, home modifications, adaptive equipment and other family driven supports.
- Actively pursued and received six state funded Waivers.
- Increased Targeted Case Management (TCM) billing.

#### Residential Services

- Provides support to individuals in community residential settings so that the quality of their day to day experience is improved.
- The Board continues to monitor restorations at a Hocking Drive home damaged by the June 2018 flash flood. Three individuals receiving services from the Board of DD resided in the home. The Gibisonville Mt. Olive United Methodist Church with financial support from other small local churches, undertook part of the renovations at the home as a mission. The home is owned by the Vinton County Housing Development Corporation on behalf of the Board of DD.

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

### **Key Statistical Information for 2018:**

- 63 children in Hocking County were determined eligible for Early Intervention and received ongoing EI services.
- Over 100 hours of therapy (PT, OT and Speech) was provided within the home.
- Evaluation and assessment were offered to an additional 30 children who were determined not eligible or in need of ongoing early intervention services.
- The Home Visiting Program served a total of 35 families.

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

- The Board continues to make progress and update their five (5) year strategic plan for 2018-2022.
- 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.

## **Hocking County Coroner**

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

**Number of Employees as of 12/31/18:** 2

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

Death Investigation, in charge of signing unnatural death certificates.

## **Hocking County Juvenile Court**

**Name of Elected Official:** Jonah M. Saving, Judge

**Number of Employees as of 12/31/18:** 8

### **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
- To rehabilitate the offender

### **Major Accomplishments during 2018:**

- Hocking County Juvenile Court received the 2018 Supreme Court of Ohio Technology Grant. The Court was able to upgrade our Court Network System (Henschen) to include scanning and a new server.

### **Key Statistical Information**

Cases for 2018:	<b><u>Total</u></b>		<b><u>Total</u></b>
Delinquent	148	Custody	198
Traffic	77	Support	171
Abuse/Neglect/Dependent	65	Paternity	1
Unruly	1	Miscellaneous	<u>117</u>
Adult	7	<b>Total Cases</b>	<b>785</b>

## **Hocking County Probate Court**

**Name of Elected Official:** Jonah M. Saving, Judge

**Number of Employees as of 12/31/18:** 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 adoptions.
- Grant marriage license.
- 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.

### **Major Accomplishments for 2018:**

- Updated case management software.
- Recording software for the Probate/Juvenile Courtroom.

### **Key Statistical Information for 2018:**

The Court has an established fee schedule within its accounting system that is updated periodically when updated courts costs are implemented by the Court, County or State. Fees are updated and programmed within the system by the technical support team for the software supplier or by the Deputy Clerk, in following the State of Ohio ORC statutes and approval of this Court. When a fee is recorded within the accounting system, the system automatically allocates how and where those fees are to be distributed.

The Court receives payments for various fees on a daily basis. Payments are entered into the computer system and a receipt is generated, printed and provided to the payer and a copy for the Court. At the end of each day a computer cost sheet is prepared for the day's financial activities. Monies are then counted and matched with the cost sheet with a deposit ticket being written to confirm the daily deposit. Monies are deposited on a daily basis.

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

### **Key Statistical Information for 2018: (Continued)**

At the end of each month a Cashbook Activity Report for the entire month is printed. Once the bank statement is received, bank reconciliations are performed by the Probate Deputy Clerk. Distributions to various governmental agencies and other entities are based on these monthly reports.

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

**Name of Department Head:** Chief Scott W. Brooker

**Number of Employees as of 12/31/18:** 62

### **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. Hocking County EMS has three stations covering 424 square miles at the following locations:

- Station 1 in Logan
- Station 2 in Laurelville
- Station 3 in Carbon Hill

### **Major Accomplishments for 2018:**

- Additional mechanical CPR device was placed in-service for a total of four for the county.
- Safety of the crews is paramount. In 2018, ballistic vests were deployed to the crews for additional protection on scenes that pose a greater risk of violence to the rescuer. Unfortunately, EMS routinely faces situations that are potentially dangerous.
- Hocking County Administrative Offices and Training Facility, formerly the GoodCare building, was opened in August of 2018. This building serves many purposes for the EMS. With Administration and Training leaving Station 1, an additional bunkroom was gained for more personnel to be on duty if needed. The new building is a larger facility which accommodates larger staff trainings. The new building also houses the reserve ambulance and boasts 3,500 square ft. of much needed storage space for records and equipment/inventory. Future plans are to expand the facility for it to be the new home of a Station 1 Complex.
- EMS held 35 CEU courses for EMS employees for a total of 168 CEU hours.

### **Key Statistical Information for 2018:**

- EMS responded to 4,228 calls, an increase of 316 runs over the prior year.

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

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

- Purchase of emergency vehicle to become frontline ambulance at Station 2 in Laurelville.
- Always striving to provide exceptional patient care with ongoing employee training and continuous assessment of agency operations.
- Provide additional on duty ambulance at Station 1 during certain periods of day. Many times, there are 2, sometimes 3 trucks out on calls at the same time. Resources become stretched thin and an additional truck in-service would help greatly in those situations.

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

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

**Number of Employees as of 12/31/18:** 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 2018:**

- E-recording mortgages, satisfaction of mortgages, assignment of mortgages, subordination of mortgages, UCC's in real estate and power of attorneys.
- Added an archive viewer to the computer system.
- Upgraded computer software.
- Continues to provide a web delivery service, provider being US Land Records, which allows indices online from January 1992 to the present.

### **Key Statistical Information for 2018:**

Documents Recorded in 2018:

<b><u>Index</u></b>	<b><u>Total</u></b>	<b><u>Index</u></b>	<b><u>Total</u></b>
Deeds	1,785	Partnerships	0
Mortgages	2,444	Soldier Discharges	9
Leases	30	Power of Attorneys	89
Liens	200	Plats	2
Miscellaneous	108	Coal Mining Permits	0
		<b>Total Number Recorded:</b>	<b>4,667</b>

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

### **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 Schwartze, Director  
Georgia Ricketts-Smith, Deputy Director

**Number of Employees as of 12/31/18:** 2 Full-time , 2 Temporary Election Clerks

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

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

### **Major Accomplishments During 2018:**

- Received \$16,000 in grant monies to provide a Remote Ballot Marking System for voters with disabilities.
- Worked with the Department of Homeland Security, the Ohio Secretary of State and Hocking County Data Processing to increase Cyber Security for our website databases.

### **Key Statistical Information for 2018:**

The Board of Elections completed the following in 2018:

- 2,005 new voters registered
- 2,196 updates to existing voters
- 1,530 confirmation notices mailed to inactive voters
- 728 voters were removed from the list due to death, moved, voter request and incarceration

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

- We will continue to research new electronic voting equipment with plans to purchase and implement the new system for the November 5, 2019 General Election.
- We will continue to improve the efficiency of the office and election process in an effort to reduce costs.

## **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 12/31/18:** 40

### **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 and arson registry offenders residing in Hocking County. The Sheriff's Office issues concealed carry weapons licenses and offers electronic Web Check employment background checks.

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

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

The Sheriff's Office is a part of the 23 Pipeline Drug Task Force, focusing on long-term drug investigations. Also attached to this unit are three deputies whose responsibility is drug interdiction within Hocking County. Our office also works closely with Hocking County Children's Services investigating crimes against children and have a detective assigned full-time to assist them.

Other services offered by the Sheriff's Office included:

Are You OK? (RUOK). - A computerized system that will make daily telephone calls to subscribers at the same time each day, seven days a week, with subscribers choosing the time of their calls at "no charge" to the subscriber. It serves to help meet the needs of Hocking County's seniors, disabled and homebound residents. The program provides a sense of security and caring and is an added benefit, both to those it would serve, as well as public service agencies serving those persons in Hocking County.

Kid-Print – Child Identification System which produces full color plastic child ID cards with photo and fingerprint. Kid-Print is a free service offered by HCSO.

Project Lifesaver – Uses state-of-the-art technology in assisting those who care for victims of Alzheimer's who become lost as well as the elderly and even the youngest who are afflicted with Down's Syndrome and Autism.

Web Check – Ohio's civilian background check program for employment and concealed carry permits.

Vacation checks – Check homes during homeowners' absence who are either on vacation or absent for other reasons.

CCW – Issue CCW licenses to citizens who live in Hocking County or an adjacent county. Current Ohio law offers free CCW licenses to U. S. Veterans.

### **Major Accomplishments During 2018:**

- The Hocking County Sheriff's Office in cooperation with the Hocking County Commissioners, Hocking County Municipal Court Judge, Fred Moses and 18 other community organizations have been diligently working on transforming the State of Ohio Department of Rehabilitation prison, formerly known as the Hocking Correctional Facility, into the Appalachian Recovery Project and Hocking County Jail. This innovative project will combine a treatment center and full service jail in one location. The goal of the project is multifaceted, to include additional housing for female prisoners, but more importantly providing treatment for those women in an effort to bring about a positive change in their lives and at the same time doing so in a cost effective manner for the taxpayers of Hocking County. The State of Ohio will be leasing the facility to the County Commissioners and will also be fiscally responsible for major repairs and upkeep of the building. The State of Ohio will also be funding major renovations to the facility to make this project feasible.

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

### **Major Accomplishments During 2018: (Continued)**

- The Hocking County Sheriff's Office also joined a new drug task force at the end of 2018. Called the 23 Pipeline Major Crimes Task Force, it allows our detective to work in Hocking County while receiving assistance from other member counties as needed. The task force is comprised of Pickaway, Ross, Pike, Highland County Sheriff's Offices and the Chillicothe Police Department.

### **Key Statistical Information for 2018:**

- Assigned 3 deputies as School Resource Officers for county elementary schools.
- Formed the HOPE task force with 317 Board to assist persons getting into drug treatment.
- Assigned a deputy to crime prevention to work with citizens and groups.
- Received a grant to fund a detective's position that is assigned to violence against women and crimes against children.
- Received a grant for upgrading computers/equipment.
- Participated in 17 community events providing Kid-Print, K9 demonstrations, drug and crime prevention, and senior citizen crime prevention.
- Issued 115 new CCW licenses and renewed 110.
- Processed over 44,900 civil process papers.

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

- Complete Treatment/Jail Project on time and under budget.
- Hire necessary personnel for Jail Project.
- Build a collaborative effort for member counties participating in the Jail Project.
- Continue collaboration with Logan-Hocking Schools for SRO program.
- Continue to build upon SRO drug awareness classes conducted in elementary schools.
- Continue to live within budget set by County Commissioners by being fiscally responsible.

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

**Name of Elected Official:** Benjamin E. Fickel, Prosecutor

**Number of Employees as of 12/31/18:** 9 Full-time, 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 and sewer bills.
- To provide legal assistance and advice to County and various township elected officials.

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

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

The Victims of Crime Advocate Office staff consists of three full-time and one part-time victim advocates who provide assistance to victims of crime. They assist in obtaining civil protection orders for domestic violence and stalking situations; obtain assistance from other agencies when needed; and, provide assistance to victims in seeking compensation through the State of Ohio Victims of Crime Compensation program.

## **Major Accomplishments During 2018:**

- 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.
- Applied for and received over \$1.2 million in federal grants.

## **Key Statistical Information for 2018:**

• Contracts, resolutions, letters, etc. processed for Commissioners	55
• Attendance at Commissioner’s Meetings or meetings on their behalf	35
• Appointments, opinion/advice letters, contracts, etc. for Township Trustees	30
• Miscellaneous conferences, complaints, advice letters regarding public matters	38
• Cases open for months of January-December 2018	1,104
• Appearances in Juvenile Court	
• Abuse, Neglect, Dependency Cases	81
• Unruly, Delinquent & Traffic Cases	227
• Adult Cases	4
• Appearances in Municipal Court	1,633
• Appearances in Common Pleas Court	1,347
• Telephone calls and conferences	13,269
• Bad Checks processed	10
• Treasurer’s Answers filed	88
• Discoveries prepared and filed	881
• CPO’S & TPO’S	161
• Probation Violations	268

## **Future Plans for Department:**

- Continue to work with Fairfield-Hocking Major Crimes Task Force.
- Continue to work with and support Drug Court.
- Provide assistance to victims of sexual assault.
- Continue to cooperate with other local agencies/departments, county, and townships.
- Continued collection of real estate taxes.
- Work with volunteers to assist with the victim program.

## **Hocking County Regional Planning Commission**

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

**Number of Employees as of 12/31/18:** 2 Part-time

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

To administer Subdivision Regulations and FEMA Flood Plain Regulations.

### **Major Accomplishments During 2018:**

Provided oversight for all new residential and commercial development, land splits and subdivisions, as well as flood plain permits for 2018.

### **Key Statistical Information for 2018:**

- 64 new splits approved
- 1 new subdivision plat approved
- 1 new subdivision re-plat approved
- 32 new flood plain reviews

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

Review and update the County Subdivision Regulations  
Review and update the Hocking County Comprehensive Plan

## **Hocking County Commissioners' Office**

**Name of Elected Officials:** Jeffrey Dickerson, President  
Sandra Ogle, Vice President  
Gary Waugh, Commissioner

**Number of Employees as of 12/31/18:** 13

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

The County has three (3) 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 time of 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 Commissioner 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 2018:**

- Created permanent IT position for county.
- Major sewer projects started in both Murray City and Carbon Hill. Should be completed in 2019.
- Preparations for sewer projects in Union Furnace. Several meetings with EPA and OWDA to obtain funding.
- New sewer to connect Rockbridge south to Logan processing plant underway. Awaiting funding .
- Have negotiated funding thru Ohio DRC to rehab old prison space near Nelsonville to Hocking County Jail. Includes Appalachian Recovery Center (for addicts). Rehab to begin as soon as 15-year lease is signed by Commissioners.
- Fully supported establishment of School Resource Officers in county.
- Successful in obtaining tax levy to support Child and Family Services.
- Permitted Hospital Association to trade county property for useable space.

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

- Start study to replace and update heating system for courthouse.

## **Hocking County Common Pleas Court**

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

**Number of Employees as of 12/31/18:** 5 Full-time, 2 Part-time

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

The Common Pleas Court is the general jurisdiction trial 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) and 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 2018:**

- Upgraded Courtroom recording system.
- Remodeled room upstairs to provide office for PSI writer.
- Implemented and received funds for the new T-CAP program.
- 9 defendants graduated from Drug Court.
- Published Do-It-Yourself videos for the Court website for divorce forms.

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

### **Key Statistical Information for 2018:**

295 - Criminal Cases  
227 - Civil Cases  
201 - Domestic Cases  
173 - Certificate of Judgment Executions  
516 – State Lien Cases  
287 - Miscellaneous Cases  
20 - Court of Appeals

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

- Continue the Drug Court program so that defendants can become clean and sober.
- Continue to upgrade the Common Pleas Court website and courtroom décor.

## **Hocking County Municipal Court**

**Name of Elected Official:** Judge Frederick T. Moses

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

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

- Handle all misdemeanor cases
- Handle initial appearance/preliminary hearings for felony cases
- Collect fines & costs for cases within our court
- Handle civil cases for amounts up to \$15,000.00 and small claim cases for amounts up to \$6,000.00

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

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

**Number of Employees as of 12/31/18:** 18 Full-time; 2 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 212-mile County highway system. This includes in part:

470 acres of pavement; 1,200 acres of road right-of-way; 260 bridges; thousands of feet of culvert; 424 miles of roadside ditches, and thousands of road signs and traffic control devices.

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

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 Map and Drafting Department updates property owner and road maps, assigns house number and checks survey and deeds for accuracy.

### **Major Accomplishments During 2018:**

- Replaced 3 major bridges, one with purchased prestressed beams on our precast abutments (Geiger Road), one with our precast beams and abutments (Burcham Road), and one with a large box culvert (Harble Griffith Road).
- 19.88 miles of road were paved with hot mix. These include Haydenville Road, Hocking Drive, Clay Bank Road, Zwickle Road, Ilesboro Road, Clay Lick Road and Jack Run Road. County crews placed new stone berms on over 39 lane miles on these newly paved roads. 17.33 miles were chip sealed/fog sealed on Narrows Road, Maysville-Greendale Road, Sanner Road, Harble Griffith Road, Saving Hollow Road, Voris Road and part of Enterprise-Iles Road.
- Our bridge crew installed 1,612 feet of various sizes of polyethylene, metal and concrete pipe.

### **Key Statistical Information for 2018:**

- 3 bridges replaced
- 19.88 miles of roads paved
- 5,994 tons of stone purchased
- 2,912 tons of rock salt for ice/snow control purchased
- 4,082 tons of grit for ice/snow control purchased
- 5,968 feet of various sized culverts purchased
- 535 yards of concrete poured
- 636 miles of roadside mowing
- 100 new house numbers were issued
- 119 new parcels
- 795 instruments of conveyance
- 166 surveys checked
- 2 re-plats of lots

### **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 12/31/18:** 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 2018:**

- New software for Title Office.
- New printer stands for Title Office.
- Legal and Title offices and Clerks office have been painted and new carpet installed.

### **Key Statistical Information for 2018:**

- 3 Criminal Cases
- 229 Civil Cases
- 199 Divorces/Dissolutions
- 20 Appeals Cases
- 689 Certificates of Judgement
- 285 Miscellaneous Cases

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

Continue to find grant money that can help the Legal Department update for all the new programs as they become available.

## **Hocking County 911**

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

**Number of Employees as of 12/31/18:** 7 Full-time, 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 2018:**

- Completion of building renovations.
- Completion of being in full compliance with the State of Ohio 911 PSAP rules due July 2018.
- Completion of a secure locked dispatch center as required by the State of Ohio.
- Completion of Athens Co. 911 being setup for roll-over calls for Hocking Co. 911.

### **Key Statistical Information for 2018:**

Calls for 2018:

• EMS	3,995
• HCSO	2,025
• Fire	1,514
• LPD	1,526
• Other Law	478
• Wrong #	475
• OSHP	1,076
• Hang Ups	2,395
• Misc. Information	2,398
• Child playing with phone	<u>227</u>
<b>Total Calls</b>	<b>16,109</b> <i>(Includes 7,344 cell calls and 786 VOIP calls)</i>

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

- Continue moving toward NG911.
- Continue moving toward Athens Co 911 and Hocking Co 911 being complete backups for each other.
- Finalize a new radio console to be MARCS capable and have a complete radio backup at our EMS location.

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

**Name of Department Head:** Cesalie F. Gustafson

**Number of Employees as of 12/31/18:** 2

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

Administer the Emergency Management, and Homeland Security Grants. Work with the Local Emergency Planning Committee to maintain the County Hazardous Material response plan, and to conduct annual exercises to test that plan. EMA also maintains the Hazard Mitigation Plan for the County as well as the County Emergency Operations Plan. During times of emergency the EMA will work with first responders to assist in providing services for those in need.

### **Major Accomplishments During 2018:**

- Hazardous Material Plan update was approved.
- Emergency Operations Plan re-write was approved.
- Development of Long-term Recovery Team
- Developing CERT

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

A Tabletop Hazardous Materials exercise will take place in the middle of April; this exercise will test the readiness of all organizations, their understanding of NIMS, team work, skills, and communication in the event of an actual hazardous material incident.

Tri-county (Hocking, Pike and Ross) Healthcare Coalition is creating a workshop to help CMS facilities write their plans and help with creating exercises.

Finishing the Hocking county All Hazards Mitigation Plan.

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

**Name of Department Head:** Unfilled

**Number of Employees as of 12/31/18:** N/A

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

Hocking County Family and Children First Council's goal is to nurture and preserve families and children through a collaborative community network. This goal can be achieved through the empowering of the family to meet their spiritual, physical, behavioral health and economic needs. The outcome will be an enrichment to our lives and our community.

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

- Working with the Vinton County Health Department to share an FCFC Coordinator.

## **Logan-Hocking County Health District**

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

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

**Number of Employees as of 12/31/18:** 20

### **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 2018:**

- Passing a 10 year, 1 mill renewal operational levy.
- WIC breastfeeding rates increased by 15% in 12 months! WIC breastfeeding rates are higher than they have ever been.
- Partnered with Hocking County Soil and Water, Fairfield County Health Department and Perry County Health Department to hold the Annual Contractors workshop which was attended by 14 vendors and 114 contractors.
- Was able to replace or repair 30 septic systems, amounting to \$220,146.31 through the Ohio EPA's Water Pollution Control Loan Fund for low income residents.
- Was able to continue to partner with Ohio EPA and Township Trustees to hold 3 successful tire drives throughout the county. Over 2,500 tires were collected and recycled.
- Continued the Mosquito and Arbovirus monitoring and surveillance program through a grant received from the Ohio EPA. 7,746 mosquitoes were collected and 13 pools identified to be positive for West Nile Virus within the county.
- Joined a partnership with the Athens-Hocking-Vinton 317 Board, Hocking County Sheriff, Hocking County EMS, Treatment Accountability for Safer Communities (TASC), Department of Job and Family Services (JFS) and Hopewell Health Centers, named Project Hope, to help prevent overdoses.
- Worked with the Ohio Department of Health to vaccinate residents that are considered at risk for getting and spreading hepatitis A.

### **Key Statistical Information for 2018:**

- 1,748 Immunization shots given
- 2,538 Flu shots given
- 1,969 WIC certifications, re-certifications and nutritional education sessions
- 2,406 Environmental health reports, inspections, permits, tests and evaluations completed

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

- Continue working towards Public Health Accreditation Board accreditation
- Community Health Action Team development
- Intra-agency succession planning

## **Hocking County Soil & Water Conservation District**

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

### **Board of Supervisors:**

Jason Allison, Chairman

Jo Ann Murtha, Vice Chairman

Richard Harwood, Secretary

Clayton Stahr, Treasurer/Fiscal Agent

Allan Johnson, Public Relations

**Number of Employees as of 12/31/18:** 3 Full-time employees and 1 AmeriCorps Member

### **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 Agriculture-Division of Soil and Water Conservation, the Ohio Department of Natural Resources, USDA-Natural Resources Conservation Service and other offices in and around Hocking County.

### **Key Statistical Information for 2018:**

- Technical Assistance Field Visits: 95
- Conservation/Natural Resources Related School Programs: 172
- Conservation/Natural Resources Related Workshops: 29

### **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:** Timothy Meehling, Superintendent

**Number of Employees as of 12/31/18:** 1 Full-time

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

To maintain three wastewater treatment systems and four Collection Systems in Hocking County, for Haydenville, Rockbridge and Lake Moor 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.

The removal of sewer water from homes, businesses and schools, which is processed into clean water to be returned back to the environment.

### **Major Accomplishments During 2018:**

- Haydenville – weedeat and remove all debris from 2.5 pond borders. Remove grease/sludge from pump house walls.
- Rockbridge – weedeat and remove all debris from all 3 pond borders. Remove 90% grease/sludge from pump house walls. Creek cleaned out by roadway to pond system.
- Lake Moor – sand filter, 1.5 were refilled and put back in operation. Holding tank was emptied and debris cleaned out. The solid tank was emptied and 95% solid removed.
- Working with the Health Department and EPA on sewer system plans for Carbon Hill, Candytown, Longstith and Murray City.

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

- Reroute sewer line from Rt 33 Flea Market back to Logan Sewer Plant.
- Bring sewer system to Carbon Hill, Candytown, Longstith and Murray City.
- Haydenville – continue sealing additional sewer lines, I&I problem. Camering, degreasing, sealing sewer lines and replacing collapsed lines.
- Rockbridge – Reroute sewer line from Flea Market back to Chieftan School, from there back to Logan sewer line.
- Lake Moore – Empty holding tank of all solids.

## **Hocking County Dog Shelter**

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

**Name of Department Head:** Craig Hartman

**Number of Employees as of 12/31/18:** 1 Full-time and 1 Part-time

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

Pick up any stray dogs running at large. Properly care for the dogs at the shelter. Re-home the dogs at the shelter. Enforce the laws of ORC Chapter 955.

### **Major Accomplishments During 2018:**

Installed camera system.

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

Paint the kennels with a rubberized epoxy to make the inside easier to clean and sanitize.

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