

# CAMBRIDGE MUNICIPAL COURT

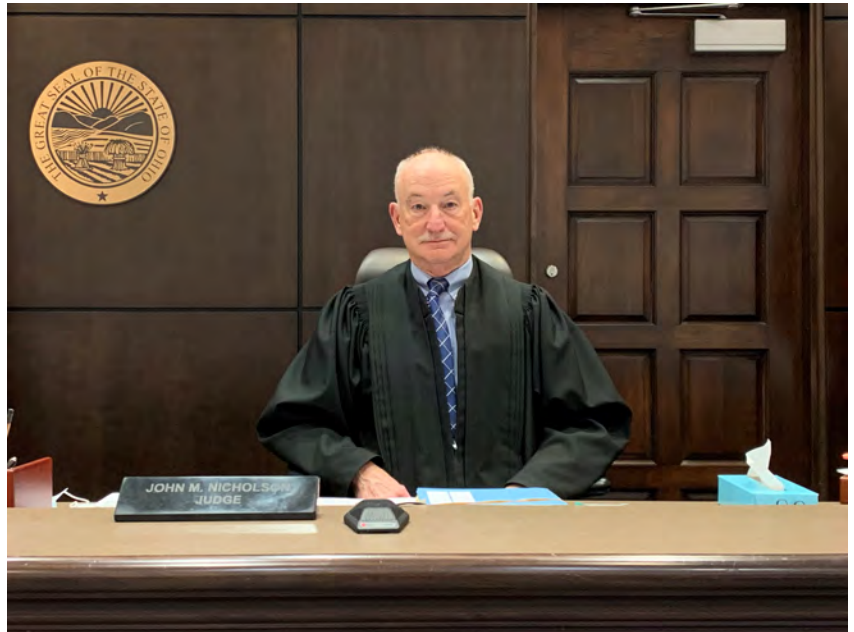
## *2021 ANNUAL REPORT*



150 Highland Avenue  
Cambridge, Ohio  
Guernsey County  
*John M. Nicholson, Judge*

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March 17, 2022

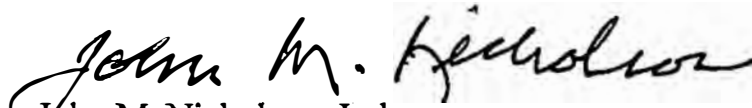
RE: Annual Report

TO: Board of County Commissioners & Cambridge City Council

This is the Annual Report for the Cambridge Municipal Court, for the year 2021, as provided by Revised Code Section 1904.14.

The report is a result of a lot of hard work from Magistrate Teresa Liston and provides detailed information regarding the activities of the court during 2021.

Respectfully submitted,

  
John M. Nicholson, Judge  
Cambridge Municipal Court

## **AUTHORITY AND JURISDICTION**

The Cambridge Municipal Court was established in 1952 as authorized by Section 1901.01 of the Ohio Revised Code.

**The Cambridge Municipal Court has territorial jurisdiction within Guernsey County, including but not limited to:**

City of Cambridge  
Village of Pleasant City  
Village of Senecaville  
Seneca Lake

Village of Byesville  
Village of Quaker City  
Salt Fork State Park

The Ohio Legislature establishes the territorial jurisdiction, as well as the subject matter of the court. Additionally, the court is governed by the administrative rules of various state agencies, as well as the Ohio Supreme Court. Generally, Municipal Courts in Ohio have the following jurisdictions:

- Felony Cases (Initial appearance/preliminary hearing)
- Misdemeanor Cases (through final determination)
- Civil Actions up to \$15,000.00, including evictions
- All Misdemeanor Traffic violations
- Small Claim actions up to \$6,000.00
- Selected administrative appeals

## REPORT OF THE COURT ADMINISTRATOR

2021 saw the Cambridge Municipal Court continue to grapple with the impact of the COVID Pandemic. Case filings and revenues continued to decline due to changes in policing practices, reducing the number of cases filed with the court. With these challenges at the forefront, the court made it a priority to maintain the agility necessary to adapt and change. The court staff continued to respond to these demands with creativity, hard work and a strong dedication to serving the community.

The court had a major change in its leadership team in 2021 with the retirement of Clerk Laurie Endly. Having served since 2005, Clerk Endly is to be commended for her many years of leadership and dedication to the court. Her successor, appointed on November 1, 2021, is Teresa Baker. Clerk Baker has vast experience within the office and has effectuated a smooth transition. She has the well-deserved respect of her staff and has begun her term as Clerk with a reputation for hard work and diligence.

Decreases in case filings in 2021 resulted in commensurate decreases in special fund revenues which provide an important offset to general revenue funding of court operations. Projections based upon available data indicate that this decrease will continue to seriously affect the court budget until at least the end of the 2022 budget cycle.

Recognizing the impact of COVID-19 on court revenue, the Court Administrator was as aggressive as possible in seeking outside sources of funding. During 2021, the Court Administrator applied for and received more than \$360,000.00 in grants and other external funding for improved technology, extended programming in the Probation/Pretrial Services Department, and operation of an expanding electronic monitoring program. Additionally, the Court Administrator coordinated partnerships with other governmental agencies to increase efficiencies and to reduce expended resources.

With expanded funding from grants, the court was able to convert its case management system to more modern, efficient technology. These improvements will enable the court to adapt to case filing increases in future years without having to add additional staff and to significantly improve access to court information. Development and enhanced uses of technology will continue to be a priority in coming years as well.

I am pleased to submit the *2021 Annual Report of the Cambridge Municipal Court*. Its improved content and streamlined format assist in understanding the hard work and accomplishments of the court. It has been my distinct honor to lead the outstanding staff through another year of court operations.



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Teresa L. Liston  
Magistrate & Court Administrator

## CAMBRIDGE MUNICIPAL COURT EMPLOYEE ROSTER

JOHN M. NICHOLSON	JUDGE
TERESA L. LISTON	COURT ADMINISTRATOR/MAGISTRATE
LAURIE J. ENDLY	CLERK OF COURT (RETIRED EFF 11/01/21)
MICHELLE CAPERS	ASSIGNMENT COMMISSIONER
TERESA BAKER	CHIEF DEPUTY CLERK CLERK OF COURT (APPOINTED 11/01/21)
LESLIE MCCAULEY	ASST. CHIEF DEPUTY CLERK CHIEF DEPUTY CLERK (APPOINTED 11/01/21)
CINDY THOMPSON	DEPUTY CLERK
KRISTEN O'DONNELL	DEPUTY CLERK
SUSAN WALKER	DEPUTY CLERK
SHAUNA PETHTEL	DEPUTY CLERK
SAMANTHA TROENDLY	DEPUTY CLERK
WILLIAM SETH COWGILL	CHIEF PROBATION OFFICER
JAMAAL LOWERY	PROBATION OFFICER/DEPUTY BAILIFF COURTROOM BAILIFF (APPOINTED: 08/29/21)
DEANNE MCINERNEY	PRETRIAL/BOND OFFICER
ROBERT CODY CORBETT	PROBATION OFFICER/DEPUTY BAILIFF
JENNIFER TEDESCO	PRETRIAL/BOND OFFICER
EMILY TERRELL	PROBATION DEPT ADMIN ASSISTANT/DEPUTY CLERK
JAMES WILSON	SECURITY OFFICER PART-TIME (RETIRED EFF 12/16/21)
JILLIAN COFFELT	COMMUNITY SERVICE SUPERVISOR (RESIGNED EFF 04/06/21)
CHRISTOPHER KEHL	PROBATION/COMMUNITY SERVICE SUPERVISOR (DECEASED 10/02/21)
DUSTIN ROSE	PROBATION/COMMUNITY SERVICE SUPERVISOR (RESIGNED 09/14/21)
SARAH STARR	PROBATION OFFICER/COMMUNITY SERVICE
JON STIERS	PROBATION OFFICER/COMMUNITY SERVICE
ALEXANDER ROSE	IT COORDINATOR
JARED CONNER JOHNSON	ACCOUNTING/FINANCE MANAGER

## **Municipal Court Clerk 2021 Highlights**

The Cambridge Municipal Court receives filings from all law enforcement agencies in Guernsey County as well as Civil and Small Claims filings within our jurisdiction. The Clerk's Office filed and entered into the database 6,634 new cases in 2021. The Court held a total of 1,802 arraignments and 106 preliminary hearings. The Domestic Violence cases filed for 2021 were 141, which remained the same as 2020. A total of 8,299 cases were disposed of in 2021 which is an increase from 2020. The Court, as all businesses, is still dealing with the effects of the COVID 19 pandemic.

Court overall receipts for 2021 exceeded \$2,100,000.00. Due to the diligence of the clerk's staff in their pursuance of fine collections, our in-house Fines department monitored and collected \$813,886.68 from defendants who were granted payment plans by the Court.

The Court continues in partnership with the Ohio Attorney General's Office to aid in the Collection of aged delinquent fines and costs resulting in additional collections of over \$36,000.00 in 2021. This free service allows the Clerk's office to seize a delinquent debtor's State income tax refund to offset their unpaid fines and costs.

Capital Recovery Systems, Inc. also actively assisted the Court in collecting over \$82,500.00 in past due accounts in 2021 at absolutely no cost to the Court. Collection fees are paid entirely by the defendants.

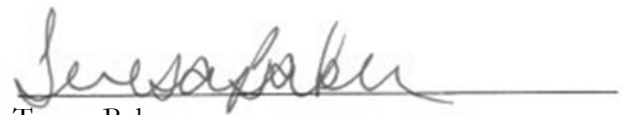
In 2021, the Small Claims department continued with the City Prosecutor and the City Treasurer's Office in pursuing and collecting past due income taxes. This attempt to collect delinquent back taxes due to the City was and continues to be a success resulting in \$34, 425.00 paid to the City of Cambridge. As well, the Civil Division paid out over \$327,000.00 in Garnishments in 2021.

The Court continues moving forward with ongoing technology upgrades and enhancements to better serve the public, law enforcement, attorneys, and our community. There is now a total of three agencies in our jurisdiction that are filing traffic violations via E-citations with success. The Court continues to have success with the E-search warrants. The Court continues to utilize the alternatives to in-person visits with the virtual hearings and E-filing via the Court website.

In May of 2021, the Court received a new Case Management System. I would like to commend the clerk's staff for their perseverance, understanding and patience as they learn and work with the new system.

Also, on November 1, 2021 the Court appointed a new Clerk, due to retirement of the previous Clerk, Laurie Endly. Again, I would like to commend the staff for their understanding and patience as we all learn the new system and duties.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Teresa Baker", is written over a horizontal line.

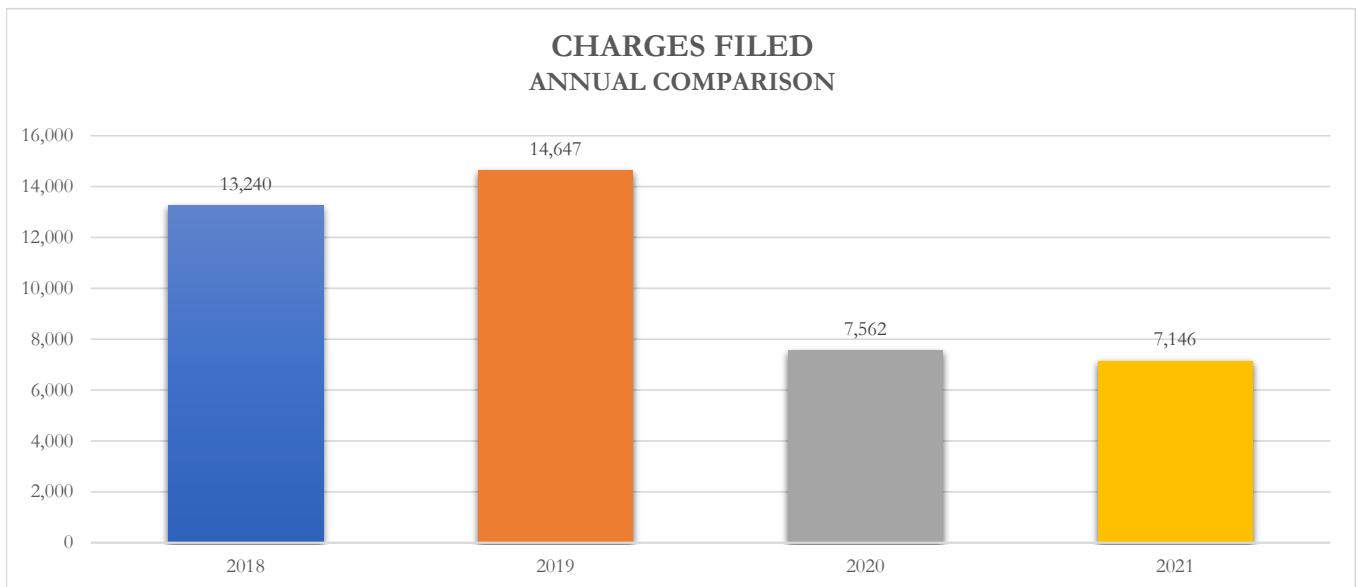
Teresa Baker

Municipal Court Clerk



# CASE FILINGS ANNUAL COMPARISON

Case Type	2018	2019	2020	2021
Small Claims	95	67	124	63
Civil Division	900	828	566	587
Criminal Division	1,548	1,514	1,066	922
Traffic Division	8,794	9,946	4,540	4,987
Misc. Filings	83	87	59	71
<b>Totals</b>	<b>11,420</b>	<b>12,442</b>	<b>6,355</b>	<b>6,630</b>
Total Charges Filed All Divisions	13,240	14,647	7,562	7,146



**CASE FILINGS BY AGENCY**  
2021

AGENCY	CRIMINAL	TRAFFIC
BYESVILLE POLICE DEPARTMENT	32	26
CAMBRIDGE CODE ENFORCEMENT	0	0
CAMBRIDGE POLICE DEPARTMENT	308	601
CAMBRIDGE INCOME TAX	4	0
DEPARTMENT OF FORESTRY	0	0
DIVISION OF WATERCRAFT	6	0
DIVISION OF WILDLIFE	69	3
GUERNSEY CO. DOG WARDEN	20	0
GUERNSEY CO. HEALTH DEPT	0	0
GUERNSEY CO. SHERIFF	258	88
MUSK. CONSERVANCY DISTRICT	13	1
OHIO DEPT OF TAXATION	0	0
OHIO STATE HIGHWAY PATROL	148	4,268
SALT FORK STATE PARK	47	64
STATE OF OHIO LIQUOR	2	0
STATE FIRE MARSHALL	0	0
OTHER FILINGS	71	0
TOTAL	978	5,051

**CASE FILINGS BY AGENCY**  
**ANNUAL COMPARISON**

AGENCY	2018	2019	2020	2021
BYESVILLE POLICE DEPARTMENT	95	111	85	58
CAMBRIDGE CODE ENFORCEMENT	1	0	0	0
CAMBRIDGE POLICE DEPARTMENT	1,839	2,562	1,061	909
CAMBRIDGE INCOME TAX	20	0	5	4
DEPARTMENT OF FORESTRY	0	0	0	0
DIVISION OF WATERCRAFT	10	2	0	6
DIVISION OF WILDLIFE	84	96	82	72
GUERNSEY CO. DOG WARDEN	26	55	8	20
GUERNSEY CO. HEALTH DEPT	2	0	2	0
GUERNSEY CO. SHERIFF	757	905	628	346
MUSK. CONSERVANCY DISTRICT	9	15	8	14
OHIO DEPT OF TAXATION	0	0	0	0
OHIO STATE HIGHWAY PATROL	9,260	9,914	4,867	4,416
SALT FORK STATE PARK	56	39	74	111
STATE OF OHIO LIQUOR	14	10	6	2
STATE FIRE MARSHALL	0	0	0	0
OTHER FILINGS	72	43	46	71
TOTAL	12,245	13,752	6,872	6,029

## CASE AND COURT ACTIVITY ANNUAL COMPARISON

	2018	2019	2020	2021
ARRAIGNMENTS CONDUCTED	3,040	3,180	1,913	1,802
CASES DISPOSED OF (ALL DIVISIONS)	13,714	14,870	7,985	8,299
CASES PENDING (ALL DIVISIONS)	829	768	606	459
CONTESTED CASES	1,859	1,970	1,166	1,020
DAYS COURT IN SESSION	246	247	248	245
DOMESTIC VIOLENCE, TPO/CPO VIOLATIONS CASES FILED	167	128	141	141
OVI/PHYS CONTROL CASES FILED	268	259	158	170
EVICCTIONS FILED	122	94	60	83
JURY TRIALS CONDUCTED	1	1	0	0
PRELIMINARY HEARINGS HELD/WAIVED	154	188	153	106
SEARCH WARRANTS	77	84	58	99



**OVI CASES FILED BY AGENCY  
ANNUAL COMPARISON**

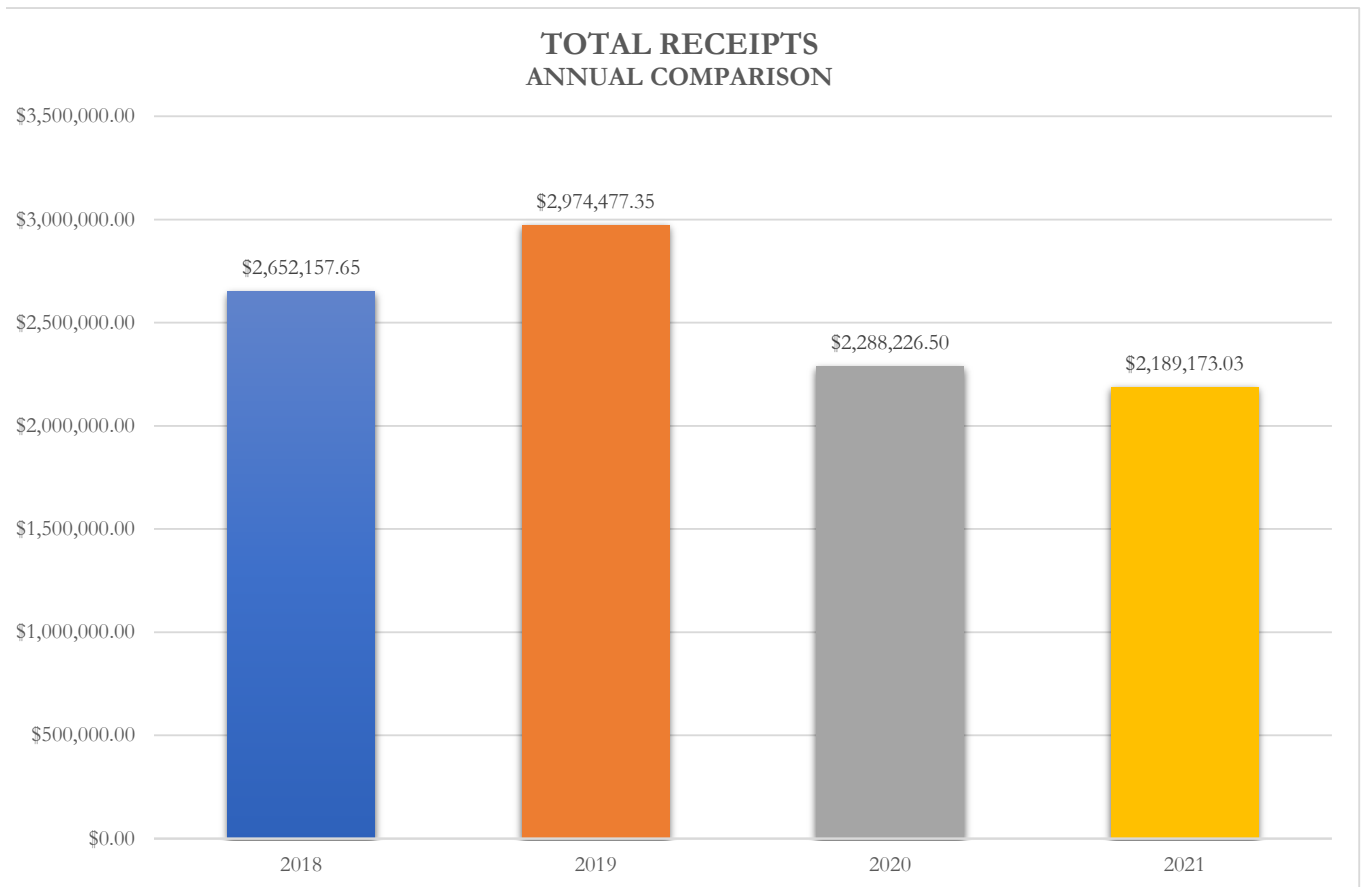
DEPARTMENT	2018	2019	2020	2021
BYESVILLE POLICE	0	1	1	2
CAMBRIDGE POLICE	40	65	24	34
GUERNSEY CO. SHERIFF	7	13	1	0
OHIO STATE HIGHWAY PATROL	221	180	132	133
OTHER AGENCIES	0	0	0	0
SALT FORK STATE PARK	0	0	0	0

**DV/VTPO CASES FILED BY AGENCY  
ANNUAL COMPARISON**

DEPARTMENT	2018	2019	2020	2021
BYESVILLE POLICE	0	1	1	7
CAMBRIDGE POLICE	40	65	24	71
GUERNSEY COUNTY SHERIFF	7	13	1	61
OHIO STATE HIGHWAY PATROL	221	180	132	3
OTHER AGENCIES	0	0	0	0
SALT FORK STATE PARK	0	0	0	1

**TOTAL RECEIPTS FROM ALL DIVISIONS**  
**ANNUAL COMPARISON**

YEAR	2018	2019	2020	2021
Traffic/Criminal	\$1,764,371.77	\$2,041,010.74	\$1,328,022.11	\$1,475,389.09
Civil/Small Claims	\$663,840.07	\$689,445.99	\$539,886.51	\$503,712.60
Other	\$223,945.81	\$244,020.62	\$420,317.88	\$210,071.34
<b>Total Receipts</b>	<b>\$2,652,157.65</b>	<b>\$2,974,477.35</b>	<b>\$2,288,226.50</b>	<b>\$2,189,173.03</b>



## TRAFFIC/CRIMINAL DETAIL

### ANNUAL COMPARISON

TYPE	2018	2019	2020	2021
Waivers	\$1,235,194.80	\$1,410,674.15	\$718,297.10	\$541,909.89
Time to Pay - Court	\$459,267.92	\$527,121.38	\$539,086.17	\$813,886.68
Time To Pay - Ohio AGO Collections	\$0.00	\$7,563.66	\$25,513.04	\$36,839.42
Capital Recovery Collections	\$17,352.05	\$23,407.55	\$20,342.80	\$82,753.10

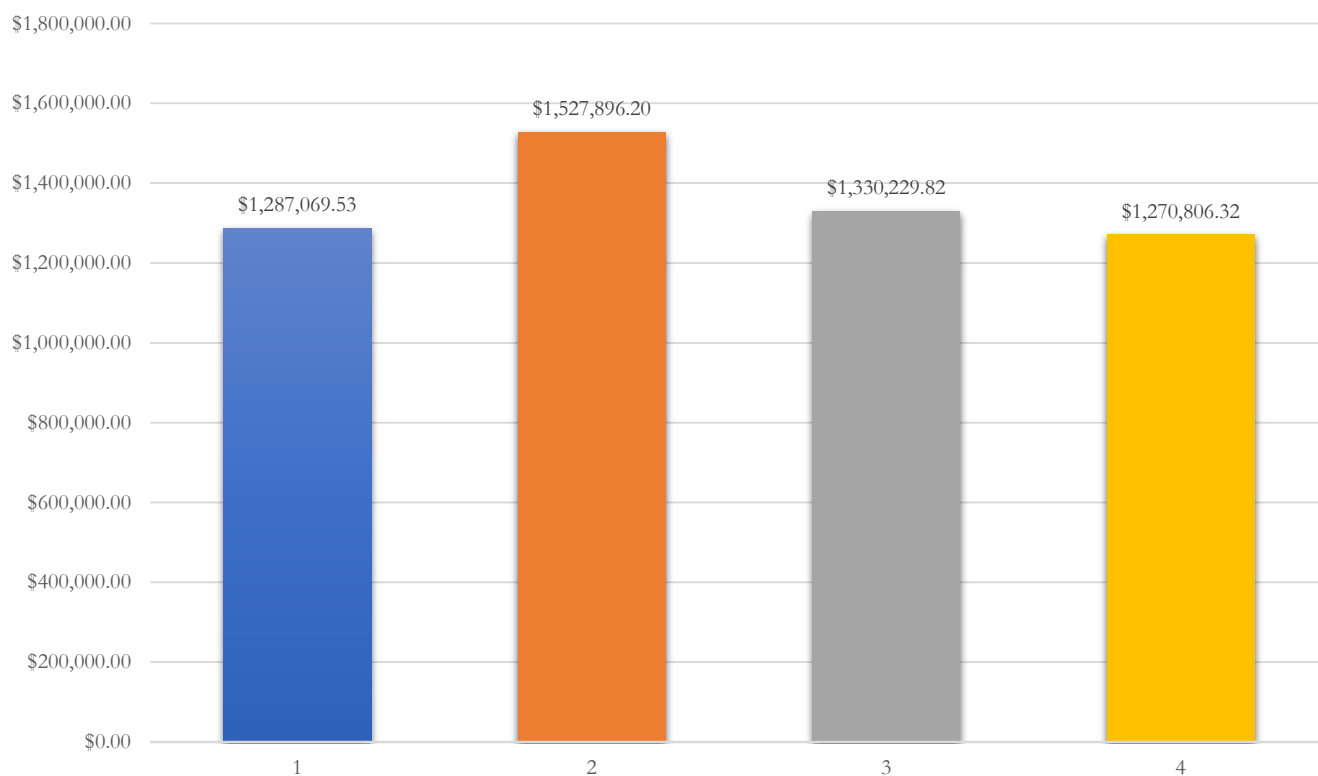
## PAID TO THE CITY OF CAMBRIDGE - ALL DIVISIONS

### ANNUAL COMPARISON

DEPT	2018	2019	2020	2021
Criminal & Traffic	\$1,129,234.85	\$1,316,652.54	\$1,175,647.75	\$1,116,963.31
Civil & Small Claims	\$157,834.68	\$211,243.66	\$154,582.07	\$153,843.01
Total to City	\$1,287,069.53	\$1,527,896.20	\$1,330,229.82	\$1,270,806.32

## TOTAL PAID TO THE CITY OF CAMBRIDGE

### ANNUAL COMPARISON



# DISTRIBUTION STATEMENT OF CRIMINAL/TRAFFIC DIVISIONS

## ANNUAL COMPARISON

	2018	2019	2020	2021
Special Projects	360,915.25	486,504.82	312,983.27	377,084.34
IDAM Funds (SPIO)	16,777.32	14,572.55	15,975.25	11,623.19
City Ordinance Fines & Cont.	8,244.00	22,287.00	12,532.00	16,300.00
City Costs	344,339.12	293,065.65	181,551.01	176,934.75
Interest	471.48	863.28	147.03	80.03
40% OSP Fines	114,135.17	119,705.60	73,011.00	100,985.01
40% OSP Gen Fund	0.00	0.00	0.00	0.00
Indigent Drivers Account	22,683.71	25,825.29	15,871.12	21,615.92
Law Enf. Ed. Fund	616.00	725.61	862.39	583.00
Clerk Computer Fund	81,792.00	99,725.00	50,215.62	59,057.03
Court Computer Fund	15,358.03	22,132.45	15,497.01	18,346.00
City Police Drug Fund	2,175.00	2,703.00	1,588.00	2,697.00
Immobilization Fees	700.00	300.00	700.00	1,100.00
Probation Service Fund	56,707.77	86,427.99	157,453.20	169,759.40
EMHA State Grant	33,750.00	35,000.00	30,000.00	30,000.00
Sup. Ct. Tech Grants	70,570.00	41,540.00	209,472.85	0.00
Opioid Response Grant	0.00	35,274.30	47,788.00	35,464.00
County Jail Grant	0.00	30,000.00	50,000.00	70,000.00
Body Armor Grant	0.00	0.00	0.00	3,363.75
OSU Probation Grant	0.00	0.00	0.00	21,969.89
<b>Paid to City of Cambridge</b>	<b>\$1,129,234.85</b>	<b>\$1,316,652.54</b>	<b>\$1,175,647.75</b>	<b>\$1,116,963.31</b>
45% OSP Fines	128,390.67	134,636.84	82,110.46	126,521.40
Seat Bealt/Liq./CHSF/EXP	34,019.50	32,868.50	16,141.00	15,036.50
Law Enf. Ed. Fund	4,315.00	3,500.00	3,951.00	1,499.00
OSP Drug Fund	15,019.75	15,505.00	6,929.40	12,621.10
Emergency Svc. Fund	14,255.23	14,931.17	9,099.35	0.00
Victims of Crime, Old Gen. Fund, Various Indigency, M.V., HW Safty	323,198.50	355,919.99	192,306.57	191,416.95
<b>Paid to State of Ohio</b>	<b>\$519,198.65</b>	<b>\$557,361.50</b>	<b>\$310,537.78</b>	<b>\$347,094.95</b>
Costs	663.00	610.00	708.00	1,360.00
Fines	98,430.62	97,390.07	84,642.80	81,007.42
Overloads	134,948.00	201,430.00	82,481.00	32,269.00
Sheriff Law Enf. Ed. Fund	171.50	363.00	52.00	185.00
DUI Housing Fund	11,631.60	10,291.40	11,400.60	9,667.02
Court Appt. Reimbursement	2,034.45	2,025.32	1,842.74	900.28
Sheriff Drug Fund	1,723.00	3,202.00	1,312.00	865.00
Indigency Application Fees	6,972.20	9,071.00	8,478.00	7,110.00
<b>Paid to Guernsey County</b>	<b>\$256,574.37</b>	<b>\$324,382.79</b>	<b>\$190,917.14</b>	<b>\$133,363.72</b>
Capital Recovery Service Fee	23,789.49	24,503.09	22,468.65	17,356.92
Ohio BMV	15.00	0.00	0.00	30.00
Guernsey Co. Law Library	4,000.00	4,000.00	4,000.00	7,343.24
Village of Byesville	133.50	532.00	461.00	780.00
Village of Senecaville	0.00	33.00	0.00	0.00
Guernsey Co. Sheriff	10,944.23	12,165.47	9,427.62	8,678.63
ODNR Wild/Water/Forestry	6,960.00	6,310.00	6,218.00	9,202.00
Misc. Disbursements (OP,SHOT)	2,387.00	1,917.50	2,013.10	831.13
Salt Fork Law Enf. Fund	50.00	295.00	0.00	0.00
Restitution to Victims	27,878.49	27,469.47	21,684.95	33,898.53
State Board of Pharmacy	7,102.00	9,409.00	4,964.00	4,228.00
Various Drug Fines	0.00	0.00	0.00	4,980.00
Guernsey Co. Humane Society	0.00	0.00	0.00	710.00
<b>Paid to Misc. Disbursements</b>	<b>\$83,309.71</b>	<b>\$86,634.53</b>	<b>\$71,237.32</b>	<b>\$88,038.45</b>
<b>Total Distributions</b>	<b>\$1,988,317.58</b>	<b>\$2,285,031.36</b>	<b>\$1,748,339.99</b>	<b>\$1,685,460.43</b>



**DISTRIBUTION STATEMENT OF CIVIL DIVISION**  
**ANNUAL COMPARISON**

ACCOUNTS	2018	2019	2020	2021
1% Admin Costs (Legal Aid)	241.59	220.98	155.54	52.06
City of Cambridge/Costs	100,465.04	141,092.54	100,254.59	100,348.60
Clerk Computer Fund	13,230.00	15,995.00	11,970.00	11,370.00
Court Computer Fund	4,410.00	4,896.00	3,591.00	3,411.00
Interest & Misc.	88.05	139.14	30.94	21.35
Special Projects	39,400.00	48,900.00	38,580.00	38,640.00
<b>Paid to City of Cambridge</b>	<b>\$157,834.68</b>	<b>\$211,243.66</b>	<b>\$154,582.07</b>	<b>\$153,843.01</b>
Personal Service	620.00	1,600.00	1,850.00	1,150.00
<b>Paid to State of Ohio</b>	<b>\$23,917.41</b>	<b>\$21,877.02</b>	<b>\$15,398.46</b>	<b>\$15,618.39</b>
Garnishments, Judgements, Refunds	485,802.24	441,807.97	371,554.36	327,586.21
Various Refunds & Return of Garnishments	7,062.61	13,272.12	11,167.31	2,523.31
Rental Escrow & Misc.	0.00	0.00	0.00	0.00
<b>Total Distributions</b>	<b>\$675,236.94</b>	<b>\$689,800.77</b>	<b>\$554,552.20</b>	<b>\$500,720.92</b>

**CAMBRIDGE  
MUNICIPAL COURT**  
**CIVIL DEPARTMENT**  
150 Highland Avenue  
Cambridge, Ohio 43725  
740-439-1430

**EVICITION NOTICE**

Defendant \_\_\_\_\_

Address \_\_\_\_\_

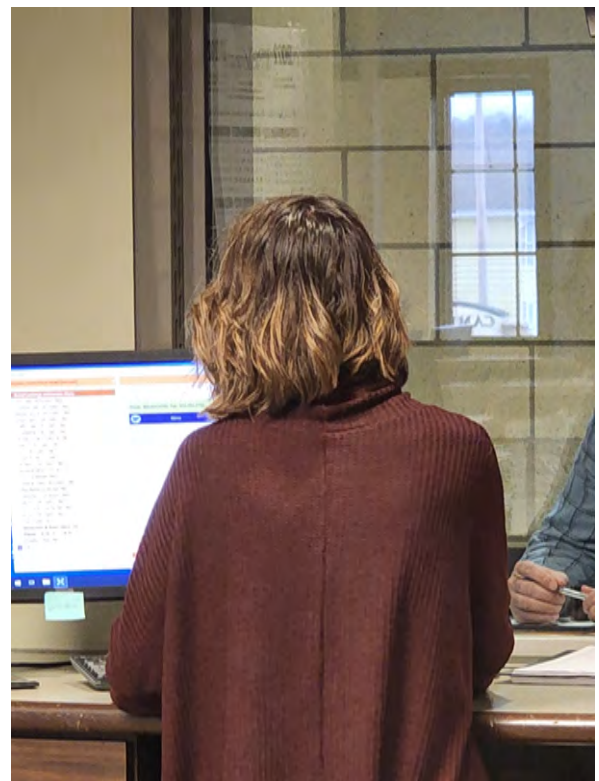
Date \_\_\_\_\_ Case No. \_\_\_\_\_

**ATTENTION!**

The Court has ordered you to Vacate and Leave the premises you now occupy. Unless this order is complied with

by \_\_\_\_\_  
your property and effects will be moved to the street without further notice to you.

\_\_\_\_\_  
BAILIFF/DEPUTY



**COURT OPERATING EXPENSES**  
**PAID FROM MUNICIPAL COURT RESTRICTED FUNDS**  
**2021**

**007 - SPECIAL PROJECTS FUND: ORC 1901.26**

Salaries/PERS	Annual Bond Debt Repayment	MARCS Radios	Cintas (Covid)
\$35,134.30	\$245,850.00	\$450.00	\$3,275.44

***TOTAL \$284,709.74***

**014 - ALCOHOL TREATMENT FUND**

<b><i>TOTAL \$35,812.05</i></b>	RE: COUNSELING AND TREATMENT
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**015 - CLERK COMPUTER FUND: ORC 1901.261**

Salaries/PERS	Phones/IT	Software	Supplies/Postage
\$15,627.91	\$13,282.29	\$32,129.86	\$9,586.16

***TOTAL \$70,626.22***

**025 - INDIGENT OFFENDERS / SPECIAL PROJECTS**

<b><i>TOTAL \$4,847.87</i></b>	RE: Alternative Jail EMHA, SCRAM (Track Group & Intoxalock)
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**027 - COURT COMPUTER FUND: ORC 1901.261**

Internet, Alarms, Phones, IT	LexisNexis (RELX)	Equipment	Supplies	LEADS
\$14,396.60	\$2,612.00	\$1,235.12	\$204.77	\$600.00

***TOTAL \$19,048.49***

**043 - SUPREME COURT TECH GRANT #344**

<b><i>TOTAL \$44,390.00</i></b>	RE: Data conversion & Henschen Court Software
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**046/055 - EMHA GRANT FUNDS**

<b><i>TOTAL \$39,029.04</i></b>	RE: Alternative Jail EMHA and/or SCRAM, Intoxalock
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**047 - PROBATION SERVICES FUND: ORC 737.41**

Salaries/PERS	Drug/Alcohol Testing	Electronic Monitoring	Vivitrol/Colby	Misc. Supplies	Ammo & Equipment	Vehicle Lease
\$75,994.57	\$8,819.00	\$7,432.42	\$71,732.06	\$11,231.03	\$4,720.48	\$27,988.71

***TOTAL \$207,918.27***

**049 - OHIO STATE OPIOID RESPONSE GRANT**

<b><i>TOTAL \$45,865.60</i></b>	RE: Salaries & PERS
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**052 - OHIO SUPREME COURT TECH GRANT #704**

<b><i>TOTAL \$201,163.35</i></b>	RE: Case Management conversion from CMI to Henschen & Associates
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**054 - 2020 BODY ARMOR GRANT**

<b><i>TOTAL \$3,363.75</i></b>	RE: Body Armor for Probation/Pretrial Services Department
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**058 - OSU PROBATION GRANT**

Salaries/PERS	Vivitrol/Doctor Visits	Misc.
\$10,600.08	\$4,310.68	\$135.15

***TOTAL \$15,045.91***

<p style="text-align: center;"><b>Probation/Pretrial Services Department</b> <b>2021 Highlights</b></p>
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**Grants:**

- ***MAT (Medication Assisted Treatment) Grant.*** This grant is great for our department and our community. This grant allows us to pay the salary of a probation officer and gives us the necessary tools to get opioid/stimulant addicts the help they need. The grant also pays for Vivitrol, which is an opiate blocker and pays for counseling or any caseload management the offender may need. This grant has been instrumental for keeping the jail population down. This gives our department a way to violate probationers/offenders who would normally be incarcerated by helping them and keeping them out of the county jail. This was a grant that was awarded to us in a previous year. However, Officer Corbett took over in 2021 and grown the program considerably.
- ***SEAT Grant.*** We now have a grant that allows us to provide free transportation to Probationer/defendants through South Eastern Ohio Transit. Probationer/Defendants are required to report to the Probation Department for urine drug screens, appointments, counseling appointments, court appearances, etc. This grant cuts down on the number of warrants issued for people who are unable to make it into the courthouse (Failure to Appear) and helps with compliance of bond/probation.
- ***CHS/OSU Grant.*** This grant provides funding to staff a Probation Officer. This grant covers the cost of staffing an officer and pays the entire salary for the year. This grant has been great for the department. Adding another Officer was essential to maintaining proper caseload numbers per officer.
- ***Body Armor Grant.*** The Department has now received Body Armor for every Probation/Pre-Trial Officer through this grant from the Ohio Attorney General. The Ohio Law Enforcement Body Armor Program has awarded seven officers body armor through the grant. The monetary amount awarded by this grant was \$3,363.75.

**Community Service Program:**

- Over the past year our community service program has grown considerably. We have extended community service working days from three to five days a week. In the past three years our program has helped the City of Cambridge with mowing, community clean up days and other projects/jobs. Our program also works with other agencies as listed in this report. When the community service officer is out of the building for personal or vacation days, the probation department is responsible for the supervision of the workers. This often happens last minute. Our Officers have done a great job stepping up and taking on the extra responsibility. During the past year out, Community Service program has done a great job coordinating with the City of Cambridge. Helping the City is the number one goal for the program.

**COVID Operations:**

- Providing court security (attending new trainings for court operations), serving as bailiff both in the courtroom and at the jail for video arraignments/trials. The probation department has taken on those responsibilities as well as continuing to engage in previous responsibilities. This has taken up more time and effort on each individual officer. The department has done a great job of taking on the new tasks.

**Felony Bond Supervision:**

- During the past year the Pre-Trial Department has started supervising felony pre-trial cases. We have supervised these cases in the past but due to recent changes in the Ohio Revised Code on how bond is set that number has risen dramatically. Our Pre-Trial department is working with Common Pleas Adult Probation during the transfer of these cases to ensure there is no gap in supervision. Officer Dee McNerney is the assigned Officer on these cases and she has gone above and beyond to ensure compliance with defendants.

**GCSO Security Contract:**

- In January of 2021 the court went into contract with the Guernsey County Sherriff department to provide security at the courthouse. This has been beneficial to the department in numerous ways. Having deputies here to cover security has allowed Probation Officers to focus more on caseloads which has led to a higher compliance rate. Higher compliance rates for defendants/probations ensures a safer community. It has also allowed the department to have a better working relationship with the Sherriff department.

**Increased Collection of Supervision Fees:**

- One of the major goals of the Department over the past three years has been to collect more Probation Fees from Probationers. It is now standard practice for Officers to routinely go over this topic with probationers to ensure compliance with paying fees. In 2021 the department collected \$121,508.59.

Respectfully Submitted,



William Seth Cowgill  
Chief Probation Officer

## 2021 Pretrial Services Intakes by Violation

Violation	January	February	March	April	May	June	July	August	September	October	November	December	Total
Aggravated Trespassing	1						1						2
Aggravated Menacing	2	3	2	4	1	3	4	1		1			21
Animal Violation		1								1			2
Assault		2	1	4	2	2	1	5	4	2	4	3	30
Passing Bad Checks													0
Child Endangering	1	2		3			1	1	1				9
Carrying a Concealed Weapon													0
Criminal Damage/Trespassing	2			2		1	4	3		4	3		19
Criminal Mischief					1		1						2
Deer Violation										1			1
Disorderly Conduct			1		3	1	1	3	1		1	1	12
Domestic Violence	12	13	8	11	6	9	8	12	10	6	2	3	100
Drug Offense	1	3		4			2	2	2		1		15
DUS/FRA/NOL	3	4	4	2	5	4	2	5	6	3	6	5	49
Escape													0
Failure to Appear on Recog Bond													0
Failure to Comply w/ Officer	1	1							2				4
Gun Violation			1								1		2
Hit Skip/Stop			1								1		2
Inducing Panic													0
Menacing		2	1			1			1	1		1	7
Menacing by Stalking			1	1									2
Misc. Offenses	2	2	1	3	1	2	4	3	2		6	3	29
Obstructing	1		1			1			1	2		2	8
OVI (18-20yrs) 1st	1												1
OVI (18-20yrs) 2nd													0
OVI 1st	9	2	3	3	1	6	10	13	5	4	5	4	65
OVI 2nd		4		6		4	2	2	4	1	3	1	27
OVI 3rd			1	1		1	2		1	1	1	2	10
Receiving Stolen Prop			1										1
Reckless Operation						1							1
Resisting Arrest								2				1	3
Tax Violation													0
Theft	1	3	1	1	1	4	3	2	5	3	5	3	32
Unauthorized use of Motor Vehicle			1		1	1			1			1	5
Underage Consumption											1		1
Violation of Protection Order	1	3	4	2	1	1	1	3		3	1	1	21
Felonies	2	3	6	3	3	9	3	2	7	6	6	7	57
<b>Total:</b>	<b>40</b>	<b>48</b>	<b>39</b>	<b>50</b>	<b>26</b>	<b>51</b>	<b>50</b>	<b>59</b>	<b>53</b>	<b>39</b>	<b>47</b>	<b>38</b>	<b>540</b>



## 2021 Probation Intakes by Violation

Violation	January	February	March	April	May	June	July	August	September	October	November	December	Total
Aggravated Trespassing			2										2
Aggravated Menacing	3	5		2	1			3	3	1	1	1	20
Animal Violation				1									1
Assault	2	4	1	2	2	2	3	2	1	4	2	1	26
Passing Bad Checks					1		1						2
Child Endangering		1			2		1					1	5
Carrying a Concealed Weapon			1										1
Criminal Damage/Trespassing	2	7	2	3	1	3	1	4	2	1	4		30
Criminal Mischief					1						1		2
Deer Violation											1	1	2
Disorderly Conduct		1		4	2	4	2		4	2	2	2	23
Domestic Violence	9	7	10	4	1	2	2	3	3	4	1		46
Drug Offense	5	2	2	4	5	1	2	2	6	1	1	1	32
DUS/FRA/NOL	2	5	6	12	5	6	6	8	2	3	5	7	67
Escape													0
Failure to Appear on Recog Bond													0
Failure to Comply w/ Officer										1			1
Gun Violation					1	1		1					3
Hit Skip/Stop		2	1	1	1	2	1		2			1	11
Inducing Panic	1												1
Menacing	2		1			1							4
Menacing by Stalking						1							1
Misc. Offenses	5	4	1	5	1	4	6	5		1	5		37
Obstructing	2			1				1	1				5
OVI (18-20yrs) 1st													0
OVI (18-20yrs) 2nd													0
OVI 1st	4	7	9	10	6	5	8	9	7	9	9	9	92
OVI 2nd	1	2	2	1	2	2	2	2	1	3	3		21
OVI 3rd		1	1	1		1	2		1				7
Receiving Stolen Prop		2	1			1					1	1	6
Reckless Operation			1					1	2				4
Resisting Arrest	1							1			2		4
Tax Violation												3	3
Theft	6	2	8	3	4	1	3	4	4	2	5	9	51
Unauthorized use of Motor Vehicle					1								1
Underage Consumption						2							2
Violation of Protection Order	2	2	2		1	1		2	1	1	1	2	15
<b>Total:</b>	47	54	51	54	38	40	40	48	40	33	44	39	528

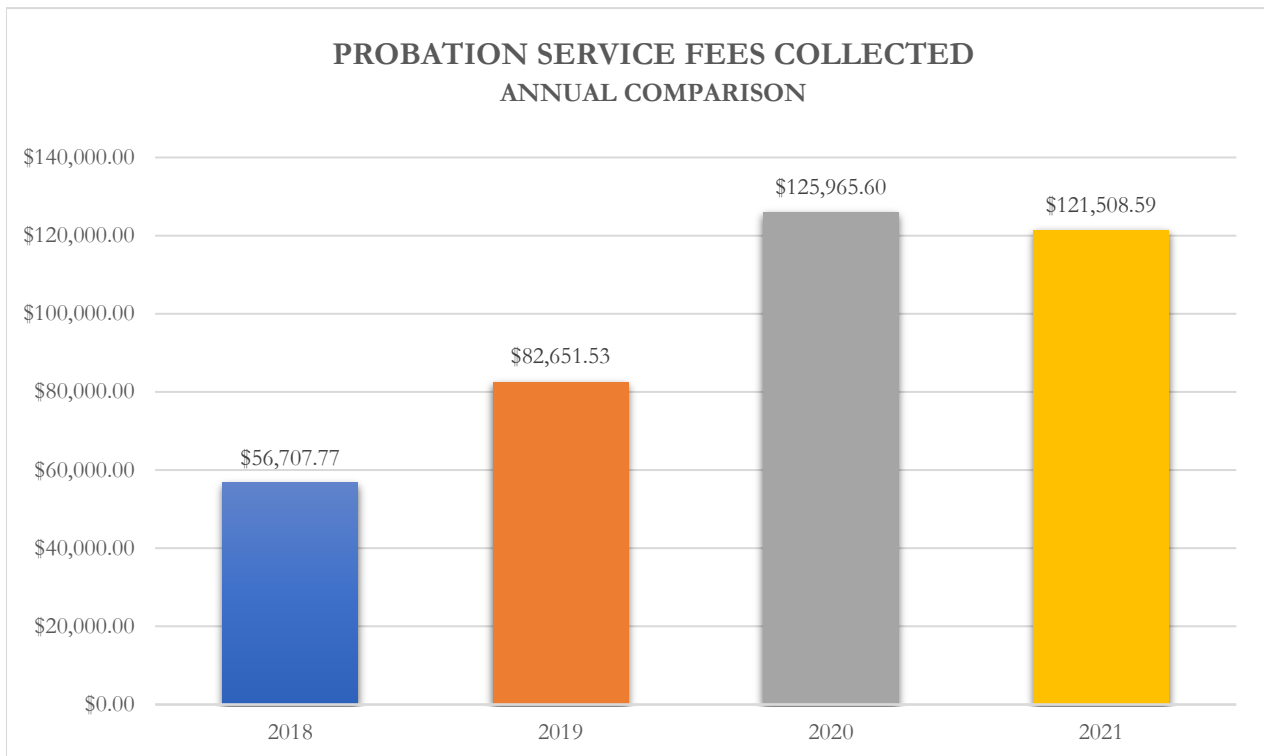




**COURT ORDERS SUPERVISED  
PROBATION/PRETRIAL SERVICES DEPARTMENT  
ANNUAL COMPARISON**

SERVICE	2018	2019	2020	2021
NEW PRETRIAL CASES FILED	*	562	603	540
NEW PROBATION CASES FILED	*	955	624	528
TOTAL CASES SUPERVISED	1158	1517	1227	1068
OVI PRETRIAL CASES SUPERVISED	*	100	106	103
OVI PROBATION CASES SUPERVISED	178	205	151	120
COMMUNITY SERVICE HOURS WORKED IN LIEU OF JAIL	4216	8208	2695	3660
COMMUNITY SERVICE HOURS WORKED FOR FINES AND COSTS	1225	1575	985	585
COMMUNITY SERVICE CREDIT GIVEN FOR FINES AND COSTS	\$12,254.30	\$15,790.00	\$9,871.00	\$5,850.00
RESTITUTION PAID TO VICTIMS	\$27,878.49	\$27,469.47	\$21,684.95	\$33,898.53
GPS MONITOR PRETRIAL INTAKES	*	132	108	126
GPS MONITOR PROBATION INTAKES	*	72	40	46

\*STATISTICS NOT AVAILABLE



## 2021 COMMUNITY SERVICE WORKSITES

<b>CITY OF CAMBRIDGE</b>	<b>3054.5</b>
<b>GUERNSEY COUNTY SENIOR CENTER/MEALS ON WHEELS</b>	<b>635</b>
<b>MID-OHIO FOOD BANK</b>	<b>187</b>
<b>BYESVILLE CEMETERY</b>	<b>158</b>
<b>THE LIVING WORD OUTDOOR DRAMA</b>	<b>144</b>
<b>GUERNSEY COUNTY</b>	<b>48.5</b>
<b>FEED MY PEOPLE</b>	<b>10</b>
<b>THE SALVATION ARMY</b>	<b>8</b>
<b>TOTAL HOURS WORKED</b>	<b>4245</b>





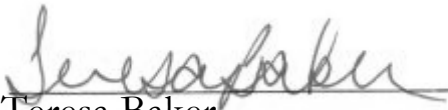
<b>CERTIFICATE</b>
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I, Teresa Baker, Clerk of the Cambridge Municipal Court, hereby certify that the foregoing Annual Report for the calendar year 2021, is prepared in accordance with usual and accepted sources, and the distribution made thereof are as provided by law.

I further certify that the details on the computations and calculations thereof are contained in records and ledgers, the majority being computerized, which are part of the standard recognized books of accounting in the office of the Clerk of said Court.

This Report has been prepared for submission to the Cambridge City Council, and the Guernsey County Commissioners in compliance with Section 1901.14(A)(4), of the Ohio Revised Code and is not intended for audit purposes.

Dated this 29th day of March, 2022.

  
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Teresa Baker  
Clerk of Court