



2024 Annual Report

January 31, 2025



Proudly Serving the Citizens of Preble County

Edmund H. Kalil

Judge

Jill E. Hittle

Magistrate

Chantelle R. Jennings, Clerk of Court

Pamela E. Boyd, Bailiff

1199 Preble Drive

Eaton, Ohio 45320

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www.eatonmunicipalcourt.com

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Overview

In 2024, Eaton Municipal Court highlights include:

- An upgrade on the security system, improving reliability & performance.
- Accepted retirement after 29+ years of dedicated service, from Sharon McKee, slated for February 2025.
- After a full year of sending outstanding accounts to the Ohio Attorney General's Office, successfully recovered \$90,414.71 for 2024.
- Hosted the Boy Scouts of America on 2 occasions.
- Educated Cohort 8 of Leadership Preble County of Public Safety & the Justice System.
- Resignation of Chantelle R. Jennings, Clerk of Court. Sherry A. Hurst will be sworn into the position in January 2025.
- Re-assignment of roles within Clerk office staff.
 - Wedding Ceremonies Performed: 25
 - Search Warrants Signed: 16
 - Jury Trials: 1

Court Information

Established: January 1, 1956

Authority: Section 1901.01 Ohio Revised Code

Governmental Funding Authority: City of Eaton

Territory: Preble County, Ohio

County Population: 42,270

2024 Eaton Municipal Court Personnel

The Honorable Edmund H. Kalil, Judge

Jill E. Hittle, Magistrate

Clerk's Office

Chantelle R. Jennings	Clerk of Court/Court Administrator
Sherri Cunningham	Deputy Clerk/Traffic/Criminal Bookkeeper
Belinda Harry	Chief Deputy Clerk
Sharon McKee	Deputy Clerk/Assignment Clerk
Cindy Smith	Chief Deputy Clerk Civil/Civil Bookkeeper
Jackie Wellman	Deputy Clerk

Bailiff/Security

Pamela E. Boyd	Chief Bailiff/Security/Diversion Officer
Brian Goldick	Part-time Security
Dave Hatfield	Part-time Security

Probation

Andrew Borgwardt	Probation Officer
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Prosecutors

Ryan Brunk	City of Eaton/Ohio State Patrol
Martin Votel (Eric Marit)	Preble County Felonies/Villages
Kirsten Knight	Village of Camden
Jane Beach	Village of Camden (Property Ordinances)
Jessica Holton	Village of Gratis

Clerk's Office

The Eaton Municipal Court has jurisdiction over Misdemeanor cases from initial filing through disposition, Civil Actions up to \$15,000, Small Claims Actions up to \$6,000, BMV Administrative Appeals, and Preliminary proceedings for Felonies.

The Clerk's Office staff is primarily responsible for managing the administrative functions of the court, including:

- Scheduling of all hearings, trials, and dispositions.
- Receiving and collecting all costs, fees, fines, penalties, bail, and other monies.
- Processing and maintaining accurate record keeping of all cases from beginning to end.
- Segregating funds by keeping separate bank accounts for all receipts and disbursements for Traffic/Criminal & Civil.
- Performing record searches.
- Completing reports & forms for compliance of the Ohio Bureau of Motor Vehicles, Bureau of Criminal Identification & Investigation, and the Ohio Supreme Court.
- Coordination of Prosecutors, Counsel, and the Judge to ensure cases are processed efficiently and accurately.
- Serving the public with professionalism and equality.

Financial Summary

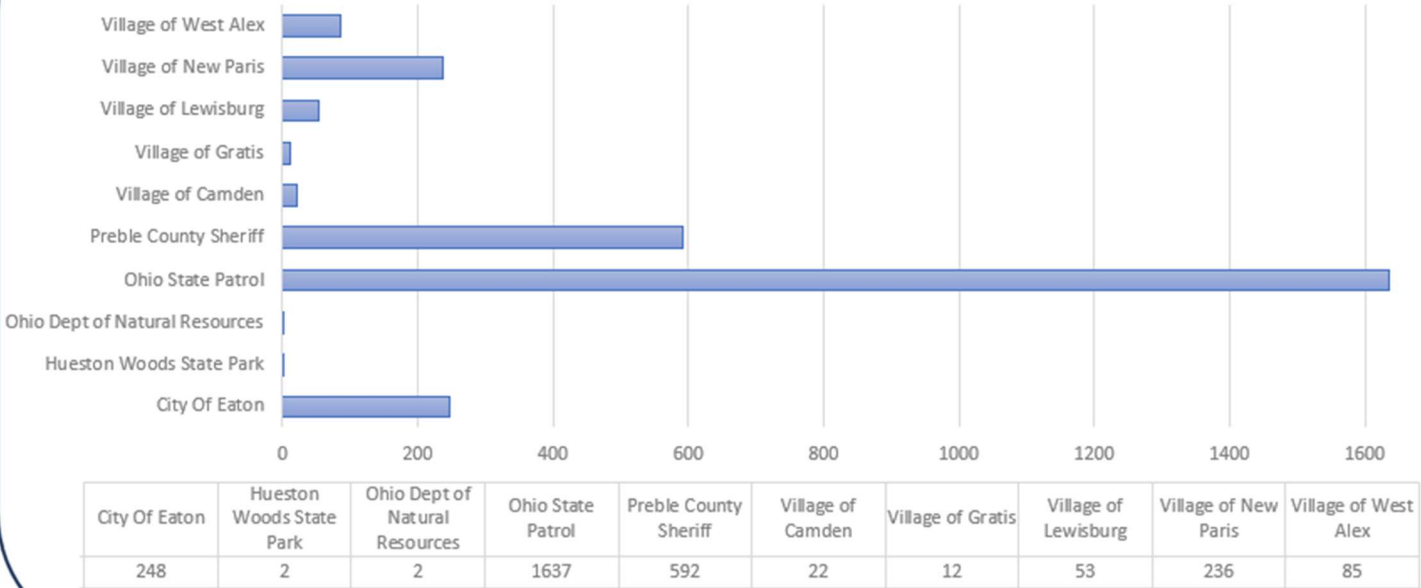
	ACTUALS					5 Year Average
	2020	2021	2022	2023	2024	
<i>EMC Revenues</i>						
Court Costs	402,534.94	509,518.01	416,439.46	369,968.45	397,398.08	419,171.79
Reimbursements	97,977.27	99,545.56	104,905.70	100,292.20	103,806.50	101,305.45
	500,512.21	609,063.57	521,345.16	470,260.65	501,204.58	520,477.23
<i>EMC Expenses</i>						
Salaries	433,400.13	456,327.29	479,933.92	501,275.52	532,917.77	480,770.93
Benefits	190,980.96	202,986.31	205,692.93	197,045.35	203,008.58	199,942.83
Travel/Training Conf	2,062.00	1,242.50	3,211.81	4,651.27	2,713.57	2,776.23
Utilities	9,095.66	9,061.37	8,863.33	8,914.17	10,034.20	9,193.75
Communications	20,027.72	26,994.56	29,798.73	32,650.89	38,595.07	29,613.39
Professional Services	11,349.52	8,020.30	11,432.93	11,455.26	6,622.07	9,776.02
Maint of Equipment	40.87	658.85	159.14	903.95	66.99	365.96
Maint of Facilities	691.70	162.51	572.31	679.30	866.41	594.45
Bonds, Taxes, & Insurance	4,391.03	5,423.09	5,168.44	5,450.04	6,514.08	5,389.34
Operating Supplies	9,850.34	17,454.94	10,673.27	9,734.09	7,135.26	10,969.58
Gas & Motor Fuels	1,094.21	1,548.15	2,370.63	1,869.70	1,645.20	1,705.58
Equipment	192,087.53	-	1,507.35	-	-	38,718.98
	875,071.67	729,879.87	759,384.79	774,629.54	810,119.20	789,817.01

Traffic/Criminal Division

The Traffic/Criminal Division hears matters including Felony Preliminary Hearings (CRA), Misdemeanor Criminal offenses (CRB), Traffic Violation Hearings (TRD), and Operating a Vehicle Under the Influence (OVI).

Eaton Municipal Court receives filings from the City of Eaton, Preble County Sheriff’s Office, Hueston Woods State Park, Ohio Department of Natural Resources, Ohio Department of Public Safety, Ohio State Patrol, Preble County Dog Warden, and the following Villages: Camden, College Corner, Gratis, Lewisburg, New Paris, and West Alexandria.

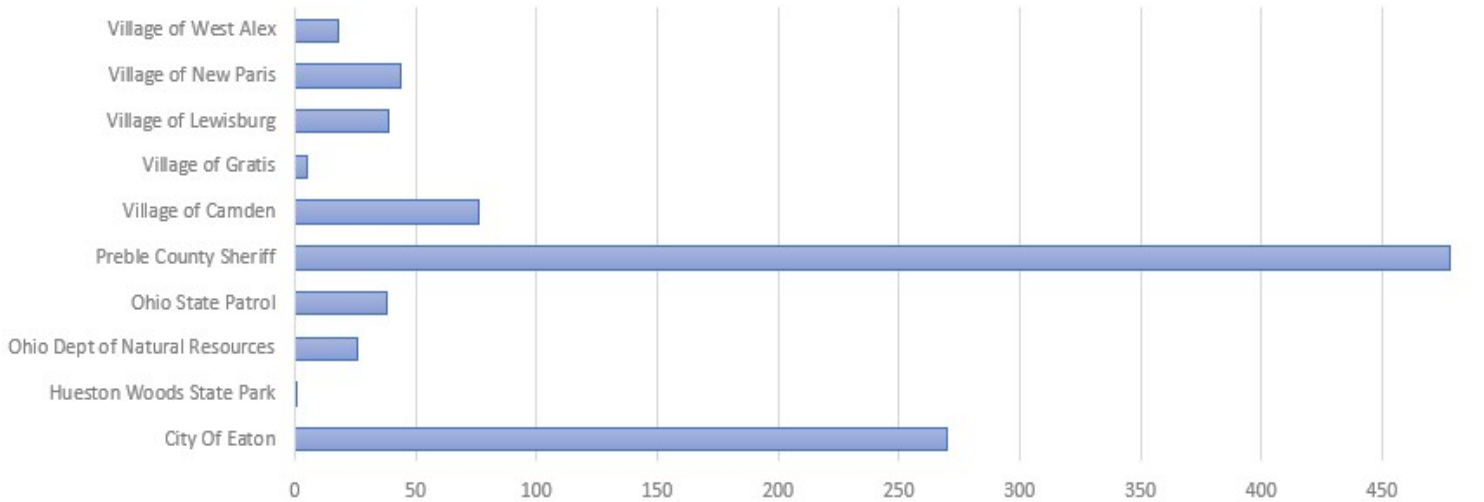
2024 TRAFFIC CITATIONS: 2,889 Total



Traffic Citation Historical Data

- 2023 Traffic Citations: 2,603
- 2022 Traffic Citations: 3,274
- 2021 Traffic Citations: 4,032
- 2020 Traffic Citations: 3,394

2024 CRIMINAL CASES: 995 Total



City Of Eaton	Hueston Woods State Park	Ohio Dept of Natural Resources	Ohio State Patrol	Preble County Sheriff	Village of Camden	Village of Gratis	Village of Lewisburg	Village of New Paris	Village of West Alex
270	1	26	38	478	76	5	39	44	18

Criminal Case Historical Data

2023 Criminal Cases: 1,072

2022 Criminal Cases: 1,164

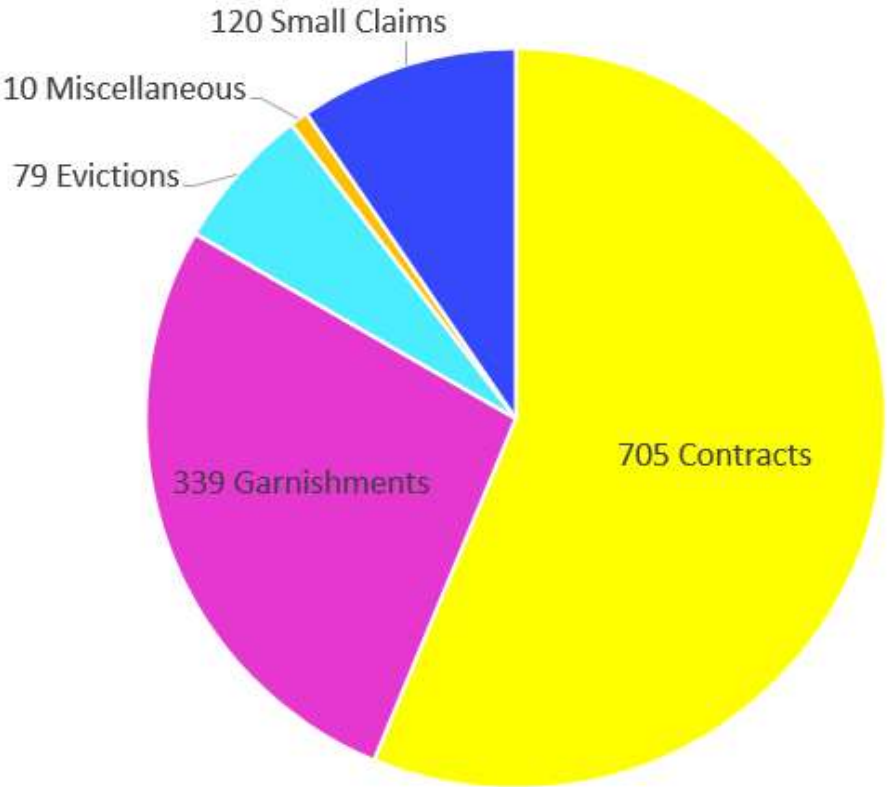
2021 Criminal Cases: 1,606

2020 Criminal Cases: 1,942

Civil Division

Eaton Municipal Court Civil Division is presided over by Magistrate Hittle, with all decisions being affirmed by Judge Kalil. The Civil Division includes all cases filed to collect money with a monetary jurisdiction up to \$15,000.

2024 Civil Cases Filed: 1,253 Total

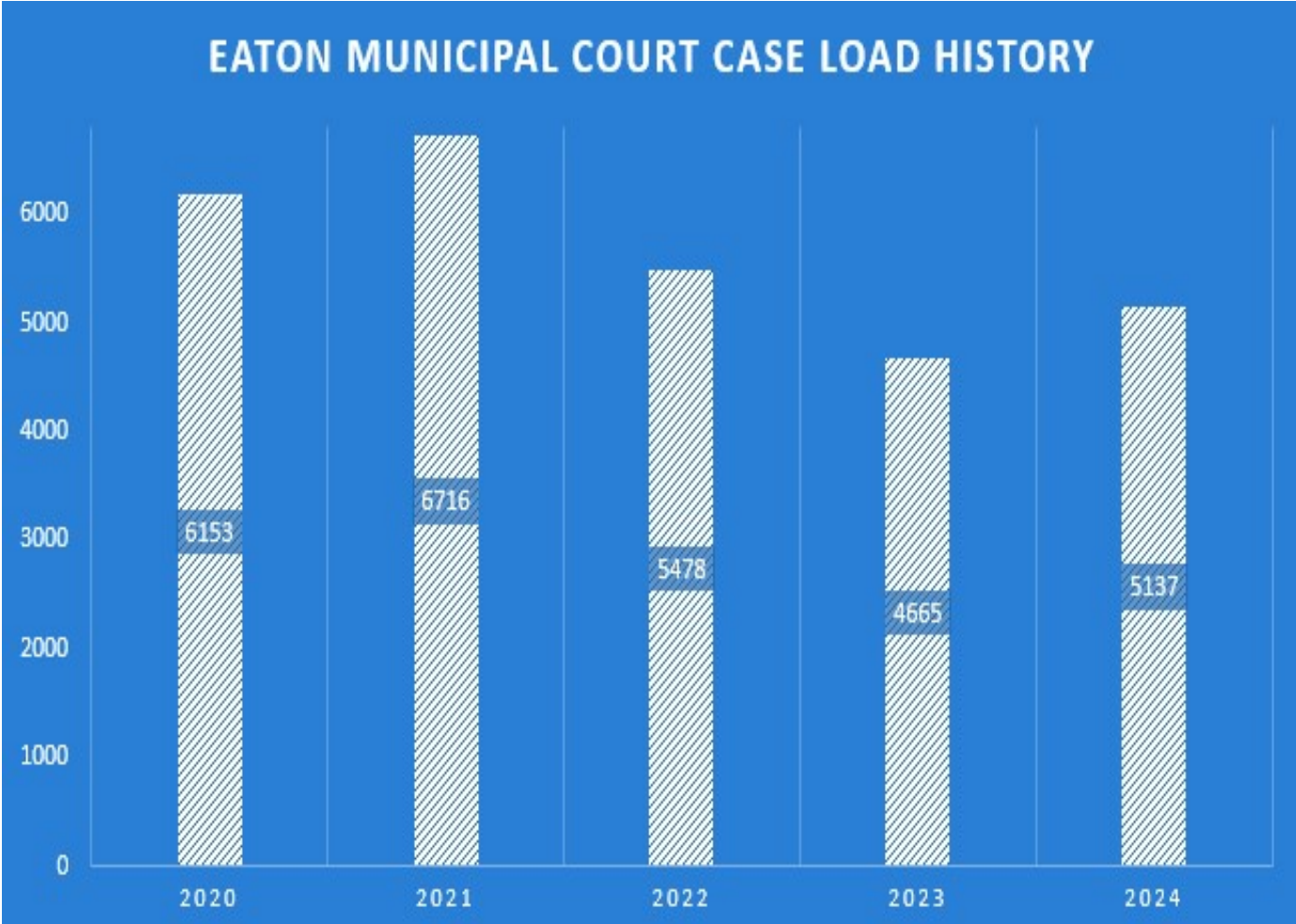


Civil Case Historical Data

- 2023 Civil Cases: 1,040
- 2022 Civil Cases: 1,164
- 2021 Civil Cases: 1,606
- 2020 Civil Cases: 1,942

Total Case Statistics

Year	Traffic	OVI	Criminal	Felony	Civil	Small Claims	Garnishments	Total
2020	3270	124	1703	239	534	86	197	6153
2021	3877	155	1389	217	697	116	265	6716
2022	3133	141	997	167	606	100	334	5478
2023	2522	81	931	141	591	119	280	4665
2024	2846	43	863	132	794	120	339	5137



Probation

The Eaton Municipal Court Probation Department supervises individuals convicted of misdemeanor offenses who have been placed on community control sanctions (probation). The Probation Officer ensures the orders of the Judge are followed and assists those individuals in accomplishing any other conditions of probation supervision. The ultimate goal of probation supervision is to provide a level of care that will enable the individual to avoid repetitive criminal behavior in the future and to provide some measure for public safety if a probationer has failed to meet the obligations of community control. It is incumbent upon the Probation Officer to sanction appropriately and report to the Court violations as warranted.

2024 Probation Supervision Statistics

New Individuals Assigned: 316 (119 reporters, 197 non-reporters)

Average Total Monthly Probationers Supervised: 119

Treatment Referrals Made: 83

Driver's Intervention Referrals & Completions: 63

Probation Revocation Hearings: 63

Bailiff

The Eaton Municipal Court Bailiff is responsible for serving subpoenas, summons, & evictions, assisting in security of the Court, enforcing courtroom rules, transporting prisoners to and from the Preble County Jail for court proceedings, transporting prisoners arrested on EMC warrants from the arresting county back to the Preble County Jail, completing video arraignments, making referrals for Forensic Assessments as ordered by the Court, and generally ensuring the safety of all individuals present in the courtroom.

2024 Bailiff Statistics

Papers Served: 676

In compliance with the requirement of the Ohio Revised Code 1901.14, I respectfully provide the 2024 Annual Report for the Eaton Municipal Court, Preble County, Ohio.



Sherry A. Hurst
2025 Clerk of Court