



Ashtabula Municipal Court Annual Report for 2025

Mission Statement

The Ashtabula Municipal Court shall be effective and efficient when resolving disputes to uphold the laws and regulations of the court's jurisdiction and the State of Ohio. The Judge will interpret and apply the law with the utmost fairness and impartiality to protect the rights and liberties of all people guaranteed by the Constitution of the State of Ohio and of the United States of America.

The Annual Report for the Ashtabula Municipal Court (AMC) is to notify the public about the Court's programs, statistics and accomplishments.

AMC has one Judge, one Court Administrator/Clerk of Court, five part-time Deputy Bailiffs/Security Guards who oversee the Courtroom; monitor the metal detector for the Justice Center along with serving Court documents to the public. The Court also has one part-time Drug Court Administrator/Deputy Bailiff.

AMC departments is as follows:

Criminal/Traffic Department, Civil Department, Probation Department, Bookkeeping/Customer Service Department and Information Technology Department.

The Criminal/Traffic Department consists of one Supervisor Deputy Clerk/Judicial Assistant, one full-time Traffic Clerk, and one full-time Criminal Clerk. There are also three full-time Deputy Clerks that process the paperwork from the Courtroom along with many other duties. There is one full-time Financial Clerk that oversees the monies for the Court.

The Civil Department consists of one Supervisor, one full-time Civil/Small Claims Deputy Clerk and one part-time Civil Deputy Clerk.

The Probation Department has one Senior Probation Officer and two Probation Officers/Deputy Bailiffs.

The Court also has one part-time Information Technology consultant and one part time assistant Information Technology clerk on staff.

BRIEF SUMMARY OF THE CRIMINAL/TRAFFIC DEPARTMENT

The Court held the Spring into Fresh Start fine program April 28, 2025 – May 5, 2025 on cases 2023 or older which allowed defendants to make a minimum payment of \$100 towards fines and costs (including probation fees) which the Court doubled. The program was extended twice and ended on May 18, 2025. Total cash and credit cards receipted was \$21,924.62; total Spring into Fresh Start credit was \$16,269.75.

An Amnesty Day was held on April 28, 2025 and a total of 14 warrants were recalled.

The Court also held a Fines Bonanza program July 7, 2025 – July 31, 2025 on cases 2023 or older, online payments only, to promote our website and online payment portal. A minimum payment of \$50 was required and the Court matched any qualifying payment. Total cash and credit cards receipted was \$12,862.50; total Fines Bonanza credit was \$8,462.50.

Public Record Request email and Live Chat continued to be available on the Court's website and was utilized on a daily basis by the public.

Total traffic/criminal monies receipted for the entire year was \$619,421.76; total non-monetary credit was \$46,184.55. Total of new criminal and traffic cases filed: 3956. Total of new criminal counts: 1581; total of new traffic counts: 3413. Total Traffic & Criminal counts filed: 4994

A brief summary of the Civil Department from the Supervisor Deputy Clerk:

The Civil Department consists of one full-time Supervisor Civil Clerk, two full-time Civil Clerks and one part-time Civil Clerk.

There was total of 1347 cases filed this year creating a 16% increase from last year's total of 1164. There was also a 24% increase in filing fees received in 2025.

The civil department has relocated into the former probation office allowing for more space to accommodate staff as well as the increase of workload. We are now working more efficiently and effectively due to the installation of our own window for any civil matters.

Moving into 2026 we will continue to strive to keep the backlog at a minimum and maintain efficient case processing.

A brief summary from the Probation Department:

The Probation Department has three full time Probation Officers, two (David Guglielmo; Kaylee Carraher) can also act as Bailiffs.

In the year 2025, the Ashtabula Adult Probation Department received one hundred and forty-three (143) new cases to supervise. Two (2) cases were referred to the Pre-Trial Diversion Program, providing the eligible offender the opportunity to have the charge(s) dismissed after fulfilling court requirements. Three (3) written Pre-Sentence Investigation reports were also completed by the Probation Department in 2025.

Per Ohio Revised Code 2951.021, the Court continues to require an offender placed under control and supervision of the Probation Department to pay a monthly supervision fee of \$25.00 and those offenders placed under non-reporting supervision to pay a monthly fee of \$20.00. In the year 2025, \$28,728.91.00 in Supervision fees and \$12,625.81 in Restitution was collected.

The Court also provides house arrest, ignition interlock devices and SCRAM (Secure Continuous Remote Alcohol Monitor) as tools for the Probation Department to supervise offenders. In 2025, fifteen (15) offenders were placed on a CAM device for a total of five hundred and sixty-five days. Defendants were monitored for an average of thirty-eight (38) days. Ashtabula Municipal Court reached a 98.4% Sober Days rating, meaning of the 565 days defendants were monitored, 98.4% of them were quantifiably sober! In 2025 nine (9) defendants served a total of three hundred and ninety (390) days on house arrest.

A sanction the Court continues to aggressively use for offenders is supervised community service work. Last year forty (40) participants completed six hundred and seventy (670) hours in the Court's community service program. The offenders are required to work under the authority of non-profit and charitable organizations.

Ashtabula Municipal Court staff continues to be active with various professional organizations such as American Probation and Parole Association.

A brief summary from the Recovery Court Administrator:

The Recovery Court held two graduations in 2025, graduating four participants. The Treatment Team continues to meet weekly for Recovery Court to discuss participant's progress. We currently have 18 participants in different phases of the program. Frequency of court attendance is based on the phase of the participant. Recovery Court has a summer and winter party where games are played, and prizes are awarded. The Advisory Committee meets every 3 months. Recovery Court received grants from the Department of Mental Health and Addiction Services in the amount of approximately \$40,000. We were able to use the money toward the salary of the Drug Court Administrator and for incentives for the participants.

Included in the Annual Report is:

Annual Financial Report

Cases Filed by Agencies

Traffic/Criminal Cases and Stats

Civil Cases and Stats

The original records stated above are located at AMC, 110 West 44th Street, Ashtabula, Ohio and the Court Administrator / Clerk of Court Tonja Amato, can be reached at 440-992-7129.

The 2025 Administration would like to thank the entire Court staff for their dedication and hard work.

The Ashtabula Municipal Court will release a separate Financial Annual Report document at a later date.

2025 Traffic/Criminal Counts/Charges Filed by Agencies

Ashtabula City Police Department

Felonies	260
Misdemeanors	738
OVI's	55
Other Traffic	817

Ashtabula County Sheriff Department

Felonies	98
Misdemeanors	239
OVI's	28
Other Traffic	317

Ohio State Highway Patrol

Felonies	53
Misdemeanors	58
OVI's	124
Other Traffic	1987

Ohio Department of Natural Resources

Misdemeanors	5
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Ashtabula Fire Department

Misdemeanors	3
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Ashtabula City Planning & Community Development

Misdemeanors 3

Ashtabula City Dog Warden

Misdemeanors 27

Ashtabula City Health Department

Misdemeanors 4

Ohio Department of Public Safety

Misdemeanors 1

Ashtabula County Dog Warden

Misdemeanors 7

Ashtabula County Metroparks

Traffic 2

Saybrook Township Zoning

Misdemeanors 3

Citizen Complaint

Misdemeanors 3

Ashtabula County APL

Felony	1
Misdemeanors	31

CEAAC Task Force

Felony	1
Misdemeanors	1
Other Traffic	10

Ohio Department of Taxation

Misdemeanors	2
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2025 Criminal, Traffic, & Miscellaneous Proceedings

Domestic Violence Cases	126
Traffic Waivers	1527
Temporary Protection Orders	53
Vehicle Forfeitures	0
Search Warrants	64
Cases Appealed	1
Weddings	11
License-related Offenses	171
Warrants Issued	1374
Housing Cases	13
Extraditions/Rule 4 Hearings	8
Status Hearings on Fines/Jail	1561

Pre-Trials Set 2120

Trials Set 70

Jury Trials Set 66

Preliminary Hearing Set 294

Expungements 103

Civil Details for 2025

Cases Filed by Type

Contracts	1014
Damages/Personal Injury	6
Forcible Entry & Detainer (Eviction/Land Contract)	200
Replevin	1
BMV Petition	33
Civil Restitution	1
Cases & Judgments Transferred In	0
Small Claims	39
Injunctive Relief & Vicious Dog	39
Rental Escrow	14
Total	1347
Total Civil Cases filed	1347
Total Civil Cases reactivated	14
Answers filed	80
Total Civil Cases Disposed of	934

Criminal & Traffic Details for 2025

Felonies

Cases filed	297
Cases reactivated	81
Total	378

Felonies disposed of via Preliminary Hearings, Waivers, and Pleas 488

Misdemeanors

Cases filed	690
Cases reactivated	308
Total	998

Not Guilty Pleas entered 490

Total Cases disposed of at Arraignment 370

OMVI

Cases filed	151
Cases reactivated	24
Total	175

Not Guilty Pleas entered 63

Total Cases disposed of at Arraignment 37

Other Traffic

Cases filed and reopened 2633

Parking Violations 56

Cases reactivated 461

Total 3150

Not Guilty Pleas entered 600

Total Cases disposed of at Arraignment and Waivers 1607

Total Criminal Cases Filed 987

Total Traffic Cases Filed 2840

Grand Total 3827

Total Criminal Counts Disposed 1911

Total Traffic Counts Disposed 3848

Total 5759

Total Criminal Counts Filed 1538

Total Traffic Counts Filed 3343

Total 4881