

# Worth Mentioning



Maxine Rak - Karen Toich  
(8 years of service).. ..(11 years of service)

The Lorain County Board of Revision has completed its application process for the year 2009. There are over 2000 cases that have been filed with the board for the 2008 tax year; and here are currently holding their hearings. Want to see what value the Auditor has on your property? You may view your valuation on the Auditor's website in the real estate section by visiting [www.loraincounty.com/auditor](http://www.loraincounty.com/auditor).

# Inside The Auditor's Office

Lorain County Auditor's Office 2009 Graduate of Leadership

Lorain County quotes:



Annie Croft  
(8 years of service)

"My involvement with Leadership Lorain County was one of the most enlightening and bonding experiences I have ever encountered. My association with LLC is a testimonial of how my self-confidence is now redirected and how I am now motivated to utilize the positive leadership attributes that I know I possess." Special thanks to Mark R. Stewart for this wonderful opportunity to learn more about Lorain County and its many beautiful historical landmarks."  
Annie Deneice Croft



# "County Going Paperless"



Pictured above: County Auditor Mark Stewart distributing the last paper pay checks to county employee Jason Kelleher (11 years of service)

As of April 10, 2009, county employees no longer received paper paychecks; instead their pay is either directly deposited or automatically loaded onto a special Visa-branded debit card. Approximately 98 percent of the county's 2,400 employees now participate in direct deposit and 31 employees will receive the debit cards. That compares to about 70 percent of employees who used direct deposit before the county began implementing the new system. Employees will view their check stubs on a secured website through the county's payroll processing company ADP. This is where the cost-savings come into play for Lorain County. Craig Snodgrass, Chief Deputy of Finance and Terri Oakes, Payroll Supervisor, were exploring the possibilities of an electronic system about a year ago. After meeting with the payroll officers throughout the county and explaining the necessary information, the procedures were put into place. The new system became particularly attractive when the county commissioners made \$6.5 million in cuts to departments last December.

Auditor Mark R. Stewart marked the end of an era when he handed out the last of the paper paychecks to one of his employees on April 10, 2009. Auditor Mark Stewart was excited to be apart of this new process for Lorain County because it will save county revenue and allow those funds to be redirected to help maintain the budget and hopefully help boost the county's financial situation.

"I feel that this is a great opportunity for Lorain County and I am very happy that we were able to capitalize and bring this idea to a reality", Mark Stewart stated.

**CONGRATULATION  
TERRI OAKES AND THE PAYROLL DEPT.  
FOR A GREAT JOB!**

# WHAT DOES "GOING GREEN" MEAN TO ME?



Terri Oakes, Supervisor (27 years of service)  
Sarah Koba-Nelson (2 years of service)  
Nona Kelly (25 years of service)

**Terri's Perspective:** Why not "go green" to save our environment, at the same time save money for our county governmental offices? The paperless payroll process would not be possible without all the help from each county department's payroll clerks and the elected officials and department heads. The payroll clerks have been very instrumental in training each of their departments' employees on how to use the online pay statement system. A big thanks to each payroll clerk for all their hard work during the conversion process.

**Sarah's Perspective:** This has made me think a lot about the environment and what my family and I can do to improve it. We have become more environmentally friendly through work and now at home by recycling, paperless billing and using energy efficient lighting. In the future, we hope our office can use a paperless filing system, which could help reduce expenses and eliminate some storage space. Going paperless for some is very overwhelming, but with some planning and learning, any office of any size, can do this. As they say, "Going green means saving green."

**Nona's Perspective:** I have worked in the Payroll Department for almost 25 years. I never imagined I would see the day when we would go paperless. I am very glad to be a part of this venture. When someone reports a lost check or such, I process the stop-payment procedure. When we had to sort and verify paper payroll checks, it was a very time consuming process. Going paperless will eliminate all the unnecessary repetition preformed by the county payroll department.



"No more, No more!"



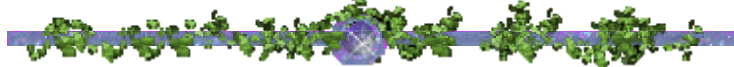
Now we're!

## How Does "Going Green" Benefit You?



Linda Keys (25 years of service)  
Chief Deputy Auditor of Real Estate

"Going Green" means that the time and money spent on sorting and filing of all the paperwork will be saved and can be utilized in different ways more beneficial to the taxpayers of our county.



Craig Snodgrass (15 years of service)  
Chief Deputy Auditor of Finance

"We were trying to save the taxpayers some dollars," Snodgrass said. "I think we succeeded." Craig Snodgrass being quoted in the local media reported that Lorain County's system for doling out green has "gone green". Craig said "The new payroll system will save the county about \$60,000 annually. As the technology has shifted, we tried to get along with it." This is definitely going to save a few trees. It's the green way of going. "It not only saves green trees but also a few green backs."



## Auditor's Innovation Saves County Big Bucks

In the County Auditor's effort to reduce costs and "go green", Lorain County employees' payroll has gone paperless. The payroll clerks are all excited about it, given the time it takes to sort through paychecks and distribute them. Employees with the debit cards can withdraw cash once a pay period without being charged a fee from Visa, or they can just use the "cash back" option at registers in some stores. A few banks wanted to charge withdrawal fees at first, but Visa contacted them to stop that from happening, as it is a violation under Visa's guidelines.



Terri Oakes, Supervisor (27 years of service)



Lorain County payroll clerks stopped handing out checks or stubs to its 2,400 employees on Friday, April 10, 2009. With the economic crunch that the county is facing, this is one more thing that we could do to save the county a substantial amount of money each year. For every paycheck processed Automatic Data Processing, Inc. a national company that handles payroll for many companies; charged the county \$1.13 for printing. Going online cut the cost to 35 cents per employee. "That will save the county more than \$50,000 a year," Terri said, "and when the county moves to having W-2 statements provided online-only, that will save another \$12,000. We had a few complaints about the change. Some employees have needed help setting up online accounts to view their pay statements, but we won't know of other problems until they begin using it. Not only did we accomplish something wonderful but other cities are taking notice and mirroring the transformation." Major market media coverage has taken notice to the accomplishment and the economic savings that the Auditor's financial and payroll department has executed.



**"Go Green" Save yourself....**

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## Lorain County Payroll Goes Green

