

IN THE PAULDING COUNTY MUNICIPAL COURT

FILED IN PAULDING
COUNTY MUNICIPAL COURT
PAULDING, OHIO

2020 MAR 25 PM 4:24

IN THE MATTER OF:

**COURT OPERATIONAL CHANGES
UNDER EXIGENT CIRCUMSTANCES
CREATED BY COVID-19**

ADMINISTRATIVE ORDER

The Judge of the Paulding County Municipal Court, Paulding County Ohio, hereby issues an Administrative Order in response to the public health emergency created by the outbreak of Coronavirus Disease 2019 (COVID-19).

WHEREAS, the Court entered an Order dated March 17, 2020 in regard to operational changed applicable to the Court during the pandemic; and

WHEREAS, since that time there have been several developments concerning the pandemic that have warranted further review of the Court's initial Order; and

WHEREAS in the interest of public health and safety IT IS ORDERED, ADJUDGED, AND DECREED that the following is effective immediately concerning the operation of the Paulding County Municipal Court:

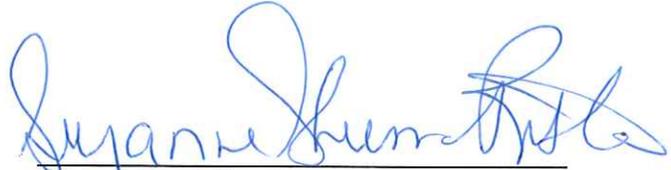
1. The Local Rules of Court may be temporarily adapted to allow Court flexibility, within Constitutional limits, in response to the public health emergency;
2. This public health emergency may be considered to be a finding of "just cause" for continuances deemed necessary by the Court on a case by case basis;
3. In order to limit the number of persons who come into the building, all appearances before the Court in contested matters are limited to the Plaintiff, Defendant, victim/witnesses under subpoena to an action, the media, and all persons making payments to the Court;
4. All misdemeanor traffic arraignments will be rescheduled with the exception of OVI arraignments. Leave is granted to file written Not Guilty Pleas for all pending cases where a plea has not yet been entered;
5. All misdemeanor criminal arraignments will be rescheduled with the exception of Domestic Violence and victim driven crimes of violence;

6. All felony initial appearances and preliminary hearings will go forward as scheduled;
7. Criminal and traffic pre-trials for cases in which the Defendant is not represented shall be continued and re-set in approximately thirty (30) days and/or conducted pursuant to the priority of the case and time factors set forth in the Ohio Revised Code;
8. Criminal and traffic pre-trials for cases in which the Defendant is represented shall be conducted between counsel and a pretrial form shall be filed with the Court within three (3) days of the pretrial conference updating the Court on the status of the case. Counsel may request a continuance of the pretrial conference as well;
9. All criminal and traffic trials to the bench will be rescheduled and/or conducted pursuant to the priority of the case and time factors set forth in the Ohio Revised Code;
10. Individuals who are currently on probation shall report via telephone unless otherwise instructed by their probation officer;
11. Probation Violations Arraignments and Hearings shall be continued approximately thirty (30) days;
12. Individuals who are currently under monitoring as a condition of bond or as a House Arrest order shall continue as previously ordered. Individuals who are currently under monitoring by SCRAM shall continue as previously ordered;
13. Any person who has a due date for fines and costs occurring within the next thirty (30) days shall be granted an automatic extension to pay the fines and costs to avoid the need to appear in person to make payment;
14. Civil proceedings will be continued for approximately thirty (30) days;
15. Access to the building is limited to those persons who have business before the Court;
16. This "Temporary Order" is ordered to be placed upon the website of the Paulding County Municipal Court;
17. The Court will continue to remain open and operate without interruption despite the challenges posed by the COVID-19 virus. Staff members and visitors are encouraged to practice social distancing – keep several feet away from others;
18. Much court business will be conducted online or by telephone. Documents can be filed electronically or payments made through the webpage;
19. All other traffic, criminal, and civil matters, including bench trials, motion hearings, and sentencing hearings, scheduled before the Court and any associated deadlines are continued at the discretion of the judge for a minimum of thirty (30) days pending further order of the Court, except the following:
 - a. Criminal arraignments and probable cause determinations for incarcerated defendants;
 - b. Proceedings involving incarcerated defendants at the judge's discretion;

- c. Requests for emergency relief including: Request for Temporary Protections Orders, Motions to Revoke Bonds, or other matters concerning the safety of individuals; and
- d. Reviewing application for search warrants.

The COVID-19 situation continues to evolve rapidly, and the Court asks for flexibility and assistance as everyone adjusts and copes as best as possible. As the Court continues to serve the public, the focus remains on doing so in a way that promotes public health and safety. Any updates or changes to this action plan will be posted on the Court's website at www.pauldingcountycourt.com

Date: 03/25/2020



Judge, Paulding County Municipal Court
Suzanne Shuman Rister