

4. Jury Trials: All cases set for Jury Trial between now and May 1, 2020, will be continued. The very nature of a Jury requires close contact with strangers. The Court does not intend to put any more people than we have to in close proximity to each other.
5. Motions: Attorneys can file Motions by faxing or e-mailing them to the Clerk of Courts. The Clerk will then deliver them to the assigned Court which will schedule the Motion for hearing.

Suppression Motions must be pre-tried with the assigned Judge with the issues being specifically defined. The hearing on the Motion will then be scheduled.

The Prosecutor will decide whether he/she needs the arresting officer to be present at the Pre-Trial. The Prosecutor will attempt to handle as many of these matters as soon as possible with the officers by telephone or conference call.

The Prosecutor shall without jeopardizing his/her case subpoena witnesses sparingly.

6. Continuance Requests: Attorneys requesting continuance must submit a request/Motion in writing. Said Motion must contain a specific time waiver.

General Public: If an unrepresented Defendant contacts the Court for a continuance, the call should be directed as follows:

Case assigned to Judge Bennett:	Carol	326-1741
Case assigned to Judge White:	Jackie	326-1721
Case assigned to Traffic Magistrate:	Kylie	326-1772
Case assigned to Civil Magistrate:	Jessica	326-2771

In order to get their case continued, the Defendant must furnish the following information:

Name, address, telephone number, fax number, e-mail address

Whenever possible, the Defendant will be informed during the call the next hearing date. A written Notice will be either mailed, e-mailed or faxed to the Defendant.

7. Speedy Trial: Upon the Court's own Motion, all cases in which Defendant demanded a speedy trial or are within 30 days of being over time and the

Defendant has not executed a time waiver are hereby extended for 45 days pursuant to Ohio Revised Code 2945.72(14). In light of the current public health emergency, the Court finds such a continuance is not only reasonable but also necessary to protect public health.

CIVIL

8. Small Claims: All new filings as of March 18, 2020, will be scheduled for hearing after 6 weeks. Hearings will be staggered with no more than 4 hearings in the morning and no more than 4 hearings in the afternoon. Litigants should try to limit people who come with them to Court to only those persons needed to litigate their claim.
9. Evictions: Hearings will be staggered in 30 minute intervals with an eye toward moving the cases quickly. Litigants should try to limit people who come with them to only those people needed to litigate their claim. Only individuals involved in the actual litigation should be in the Courtroom. Individuals waiting for their hearing in the hallway should socially distance themselves from other people.
10. Defaults: All defaults shall continue to be scheduled and heard as currently being done.

GENERAL ORDER

1. The Local Rules of Court may be temporarily adapted to allow the Court flexibility, within constitutional limits, in response to the public health emergency.
2. The Court's security policies may be temporarily amended or supplemented to protect public health while maintaining essential Court functions.
3. The Court authorizes the use of audiovisual devices and technologies for as many Court actions and proceedings as is practicable.
4. This public health emergency is considered to be a finding of "just cause" for continuances deemed necessary by the Judge or Court Magistrates on a case-by-case basis. The Judge will rule upon any Ohio Supreme Court case time guidelines on a case-by-case basis weighing the prejudice or time potential violation against the severity of the public health emergency.
5. The Court has lawful authority, within constitutional limits, to do and direct to be done all things necessary to ensure the orderly and efficient

administration of justice for the duration of the declared public health emergency.

6. All visitors to the Courthouse shall pass through the magnetometer and shall use a sanitizing wipe or spray as provided by the Court. The Court reserves the right to have cases rescheduled for those who come to Court exhibiting signs of illness. In such case, they shall sign a mailing address verification and be given a new date. They may also be issued a mask to wear while at the Courthouse. The Court space is limited and the Court cannot control the number of cases filed. However, the following practices shall be employed to protect staff and visitors:

- The Judge has the right to remove anyone from the Court who is suspected of being infected or ill. The Judge may also order individuals to wear a protective mask.
- The Bailiffs will limit the number of people entering the Courtroom at one time. For large dockets, defendant may be divided into groups entering the Courtroom at staggered intervals.
- Defendants may be asked to return to their cars and return to the Court at a specific time in a certain number of minutes so that the population in the Courtrooms can be reasonable in number.
- Bailiffs may also direct visitors to the lobby to await their cases in order to lessen crowding in the Courtrooms as dockets are called.
- Probation Officers shall meet with clients in open spaces such as unoccupied Courtrooms or the hallways.
- The Judges and Magistrates shall note in journal entries that the longer postponement of Court business is due to the judicial emergency caused by COVID-19.
- Staff shall work to encourage all matters that can be handled remotely to be conducted in this fashion until further notice including waiving tickets and meeting telephonically.
- When appropriate, the Judge shall order jail sentences to commence at a date in the future in order to avoid overcrowding jail facilities with nonviolent offenders at this time. Those dates may be revisited from time to time as this judicial emergency situation progresses.
- Parties to Court proceedings shall request continuances if they or family members are ill. For the months of March, April and May

2020 any filing fees normally associated with continuance requests shall be waived.

- All trials and hearings not specifically referenced in this Order shall proceed as scheduled.
 - The Court will encourage adaption of additional health precautions by supplementing this Order from time to time.
7. Court staff, attorneys, witnesses, jurors, and security personnel who exhibit signs of illness shall contact the Court by telephone or e-mail and shall not come into the Courthouse or report for duty unless specifically instructed to do so by the Judge.
 8. Court staff may be subject to health screening or testing, when screening or testing is available, and exclusion from admission based upon the results of such screening or testing.
 9. All staff shall practice good hygiene and social distancing as much as possible. The Court will provide guidelines as they become available from reliable sources. Among the most important guidelines are proper handwashing, not touching faces with hands and disinfecting before eating.
 10. The Court shall attempt to minimize the amount of travel and social interaction of litigants, attorneys, witnesses, jurors, law enforcement personnel, and judicial personnel as far as is practical. However, any matters requiring to be recorded for preservation shall be conducted in the Courtrooms through the use of the Courtrooms' recording equipment.

If recording is for any reason not available or accessible and a record is desired or necessary, the Court and the parties shall jointly craft a statement in lieu of transcript of the proceedings in accordance with appellate rules.
 11. Unless the Ohio Rules of Criminal Procedure require, no jury trials shall be conducted during the months of March, April or May, 2020.
 12. This emergency order may be amended and supplemented from time to time in order to address this public emergency.

Date: March 17, 2020

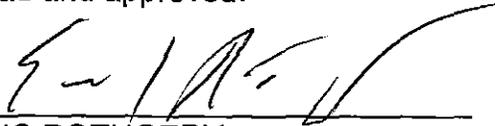


JUDGE GARY C. BENNETT
Administrative and Presiding Judge



JUDGE ROBERT C. WHITE

Read and approved:



ERIC ROTHGERY
Clerk of Courts