

2021 MAY 25 PM 3:44

IN THE ELYRIA MUNICIPAL COURT
ELYRIA, OHIO

ELYRIA MUNICIPAL COURT

BY:

STATE OF OHIO :
 :SS
LORAIN COUNTY :

COURT ORDER

This Court has issued a number of Administrative Orders since March 2020, due to the COVID-19 Pandemic. The purpose of our Orders has been to insure the safety of the employees in the Elyria Municipal Court and the public conducting business in the Courthouse. As new information and technical advances have been made, the Court has modified its Orders to effect the need at the moment. We have strived toward safely restoring the public access to the Court.

The CDC and Mike DeWine, Governor of Ohio, have modified the rules regarding COVID-19 precautions.

IT IS THEREFORE determined that for the efficient, safe operation of the Court, and by agreement of the Judges and the Clerk of Court, IT IS HEREBY ORDERED:

COURT HOURS OF OPERATION

The Elyria Municipal Court will be open for business from 8:00 a.m. to 4:30 p.m. commencing June 1, 2021.

COURTHOUSE ENTRY RULES

- (1) Individuals, including employees, who have been vaccinated are no longer required to wear masks into the building.
- (2) People, including employees, who have not been vaccinated shall wear a mask at all times. Masks shall be available at entry ways to the building.
- (3) The Court must rely on the honor system for people to wear a mask when required.
- (4) Everyone entering the building must sanitize their hands. Hand sanitizer will be available at the Court entry way and throughout other locations in the building.

- (5) Temperature taking is no longer necessary for entry into the building. However if someone appears to be sick, Security may request that the person have his/her temperature taken. Individuals showing a temperature of 100°F or higher shall not be admitted, but will be required to provide information on a Court form titled Form 1106 so that a new date can be set. Failure to provide the required written information could result in a warrant being issued.
- (6) Access to the Courthouse shall be restored to all persons wishing to enter the building.
- (7) Anyone who seeks entry to the building but claims to have COVID-19 shall not be admitted but will be required to provide written information on Form 1106 so that a new date can be set. Failure to provide the required written information could result in a warrant being issued.
- (8) The above rules apply to the general public areas of the building. Each individual Judge and the Clerk of Court may set any specific additional requirements regarding masks, social distancing, and procedure for their individual Courtrooms, chambers and offices.

CHECK IN

- (1) Upon entry to the Courthouse each person with a hearing scheduled for that day shall check in at one of two kiosks located in the Lobby across from the Clerk of Court offices.
- (2) Upon check in, the person will be directed to the Courtroom, hearing room or office where their business can be addressed. After successful check in on the kiosk, notification will be sent to the Courtroom, hearing room or other office where their business will be addressed.

PRETRIALS AND OTHER COURT HEARINGS

Unless otherwise determined by the Judge assigned to the case, Defendants will be expected to attend all scheduled hearings.

TRIALS

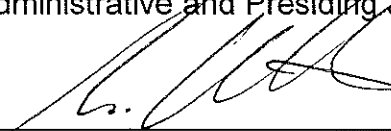
- (1) The Courtrooms have been updated with safety devices to insure that Bench and Jury Trials can be safely held. New sound and video systems have been installed which include necessary upgrades in the audio systems to provide better recording and Courtroom audio. Social distancing will continue to be required in the Courtrooms and hallways until further order of the Court. Safety partitions have been installed to provide social distancing between parties in the Courtrooms.

- (2) Courtrooms have been readied for Jury Trials with protective dividers installed in the Jury Box and Jury Room. Visual upgrades will allow jurors to view exhibits and video on large screen monitors.
- (3) Bench and Jury Trials will be scheduled by each individual Judge or Magistrate.
- (4) The Judges and the Clerk shall set any additional rules that they deem necessary for their work areas.

Date: May 25, 2021



JUDGE GARY C. BENNETT
Administrative and Presiding Judge



JUDGE ROBERT C. WHITE

Read and approved:



ERIC ROTHGERY
Clerk of Courts

REV 05/24/2021