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CLERK OF
ELYRIA MUNICIPAL COURT

IN THE ELYRIA MUNICIPAL COURT
ELYRIA, OHIO

BY: cw

STATE OF OHIO :
 :ss
LORAIN COUNTY :

COURT ORDER

The Elyria Municipal Court continues to be committed to the safety of the Court users and employees. We monitor all communication from the Center for Disease Control, the Ohio Supreme Court, the Ohio Department of Health, and the Governor regarding COVID-19.

Effective June 16, 2020, and until further Order, the Court will open to the public from 8:45 a.m. to 4:00 p.m. Monday through Friday.

The following procedures shall be followed in order to gain entry to the building:

- (1) The Court requires all persons entering the building to exercise social distancing.
- (2) Everyone entering the Courthouse will have their temperatures taken by a no-touch infrared thermometer. Individuals with a temperature of 100°F or higher will not be admitted.
- (3) Everyone entering the Elyria Municipal Courthouse must sanitize their hands upon entering the building. Hand sanitizer is available throughout the building.
- (4) Everyone entering the Elyria Municipal Courthouse must wear a mask at all times in the building. A mask will be provided if the person doesn't have one of their own.

(5) Persons entering the Elyria Municipal Courthouse will answer the following questions:

- Have you had a fever, cough, shortness of breath or loss of taste or smell over the last few days?
- Do you currently have a dry cough, runny nose, shortness of breath or sore throat?
- Within the last 14 days, have you traveled to any foreign country?
- To your knowledge, have you been exposed to anyone who has been diagnosed with the COVID-19 virus?

If the answer to any of these questions is yes, the party will not be admitted without the consent of a Judge.

Video conferencing will continue as scheduled by the individual judges' offices.

The Court is now scheduling and hearing a more diverse docket of cases, but entry to the building shall continue to be limited to individuals with active Court business. This shall include:

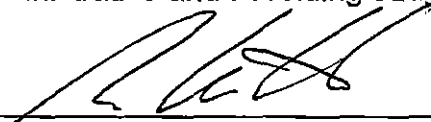
- (A) All defendants appearing on scheduled criminal and traffic matters including arraignments, pre-trials, trials and pleas.
- (B) All attorneys.
- (C) Witnesses subpoenaed for scheduled Court hearings or meetings with the Prosecutor or Advocate.
- (D) All litigants appearing for any scheduled civil matter including, but not limited to, evictions and small claims cases.
- (E) Persons seeking protection orders.
- (F) Media.
- (G) Bailbond representatives.
- (H) Individuals coming to the Clerk of Court office to file documents.
- (I) Individuals coming to make a payment on their fines and costs.
- (J) NO ONE UNDER THE AGE OF 18 WILL BE ADMITTED TO THE COURTHOUSE WITHOUT APPROVAL OF ONE OF THE JUDGES.

The Court is practicing Social Distancing which means the number of people admitted at one time will be limited. If capacity is met, you will be asked to wait outside until space opens up in the building. You may be asked to give a cell phone number so you can be called when you can enter the building.

Date: June 16, 2020



JUDGE GARY C. BENNETT
Administrative and Presiding Judge



JUDGE ROBERT C. WHITE

Read and approved:



Chief Deputy Clerk for

ERIC ROTHGERY
Clerk of Courts