

IN THE UPPER SANDUSKY MUNICIPAL COURT
Wyandot County, Ohio

FILED
UPPER SANDUSKY OHIO
UPPER SANDUSKY MUNICIPAL COURT

IN THE MATTER OF

ORDER

MAR 16 2020

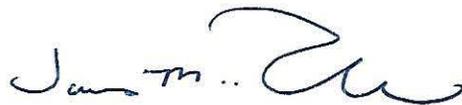
Upper Sandusky Municipal Court
COVID-19

JANE A. FREY
CLERK

As the Judge, the health and safety of our citizens and the staff of the Upper Sandusky Municipal Court is of paramount importance. In the interest of public health and due to the recent developments concerning the COVID-19 crisis, I am adopting the following measures in order to protect and promote the health of the staff of the Court and the citizens in general. To that end, the following measures shall be effective immediately and shall continue until further order of the Court.

1. All arraignments on Mondays and Thursday evenings will remain as scheduled. Only defendants who have a case before the Court and their counsel will be permitted on the second floor where the Court is located.
2. All criminal and traffic pre-trials shall now occur by telephone between the State and Defense Counsel. Defense Counsel shall initiate the pre-trial by telephone at the appointed time and remain available should the State not be available at the appointed time. Court pre-trial forms shall be faxed between counsel, signed and then presented to the Court for processing. Fax signatures will be accepted on these pre-trial forms.
3. All Civil pre-trials shall be conducted by telephone with the Court. Plaintiff's counsel shall initiate the telephone conference with Defendant/Defense Counsel and the Court.
4. Jury trials shall be suspended until further order of the Court unless the Defendant is incarcerated on the pending charge.
5. All probation department appointments shall be conducted by telephone unless otherwise directed by the Probation Department. Probationers shall check with the probation department before appearing in person.
6. All fine and cost hearings scheduled for March 24, 2020 shall be rescheduled to April 28, 2020 at 1:30 p.m. All fine and cost hearings scheduled for April 14, 2020 shall be rescheduled to May 12, 2020 at 1:30 p.m. All individuals are expected to make their monthly payments and then appear in person on the newly scheduled date and time. Payments can be made through the court's website, www.uppermunicipalcourt.com or by calling the call center at (866) 895 0198.
7. All other scheduled hearings shall remain as scheduled. Continuances of hearings will be considered on a case by case basis. During this time, parties may fax to (419) 209-0474 or e-mail to clerk@uppermunicipalcourt.com requests for continuances.
8. During this time, only individuals who have business with the Court will be permitted on the second floor where the court is located.

IT IS SO ORDERED.



James M. Ruhlen, Judge