

IN THE OBERLIN MUNICIPAL COURT  
OBERLIN, OHIO

IN RE: MISCELLANEOUS ORDER  
COVID-19 EMERGENCY

ENTRY

WHEREAS, On March 22, 2020 Amy Acton MD, MPH Director of health for the State of Ohio issued a "Stay at Home Order". On March 27, 2020, the Supreme Court of Ohio issued an order which tolls the time requirements as established by all Supreme Court promulgated rules. Also, on March 27, 2020 the Governor of the State of Ohio signed into law Am. Sub. H.B. 197, which tolls statutorily established time requirements set forth in the Ohio Revised Code; and

WHEREAS, The Governor of the State of Ohio announced a State-wide Stay at Home Order on April 2, 2020, to take effect on Monday, April 6, 2020 extending the prior Stay at Home Order that was set to expire on April 6, 2020 through May 1, 2020; and

WHEREAS, for purposes of the orders of the Director of Health and the Governor, judges, court personnel and jurors are defined as Essential Governmental Functions.

NOW THEREFORE, the Oberlin Municipal Court has remained open and shall remain open subject to the following rules and restrictions:

**Access to Court Facility**

This Court shall continue to be open but will continue to limit the circumstances for access to the court facility and continue to take measures to limit contact and exposure for persons entering the building (e.g. physical distancing, hand washing and sanitizing etc.)

From time to time the access doors to the court during court hours will be locked. Persons having business with the court should contact the Clerk at 440-775-7225 and inform the Clerk of the purpose of their business. The Clerk, bailiff, judge or other staff members will determine if it is necessary for the person to enter the court facility.

Access to the court facility will be determined from time to time by the judge on a case by case basis using the current guidelines and any future guidelines provided by the Chief Justice of the Supreme Court and taking into consideration any orders of the Governor of the State of Ohio, the Ohio Director of Health, The President of the United States and the constitution of the State of Ohio, the constitution of the United States of America and the laws of the State of Ohio

## **Processing and the completion of cases**

Time limits for processing and the completion of cases have been tolled by Am. Sub. H.B. 197, and also by order of the Chief Justice of the State of Ohio. The court will continue to provide access to the justice system for all persons with pending cases and cases filed during the COVID-19 emergency. Cases that can be and/or are required to be heard shall be heard using a method that allows for the greatest physical distance whenever possible, including but not limited to telephone, video conferencing, in person physical separation or any other means available provided that at all times the method does not substantially interfere with the fair administration of justice in the discretion of the judge assigned to the case.

## **Inquiries regarding access to the court facility and questions regarding this order**

This order will be posted on the court's website. Questions regarding the order or about other matters concerning pending cases or other matters involving access to the court may be made in any of the following ways:

### **Juror Inquiries**

Please click the link **Jurors** or **Juror Information** on the Home Page

### **Pending case inquiries**

1. *If you have a pending case and you have an attorney* – please contact your attorney for the status of your case or you may click the link **Public Access** on the Home Page to find the status of your case.
2. *If you have a pending case and you do not have an attorney* – you may click the link **Public Access** on the Home Page to find the status of your case.
3. *If you are a witness in a criminal or traffic case* - please contact the prosecutor or the attorney that subpoenaed you as a witness. If you have not received a subpoena then you may contact the prosecutor if you are a witness for the prosecution or contact the defense attorney if you are a witness for a person charged with an offense - or you may click the link **Public Access** on the Home Page to find the status of the case.
4. *If you are a witness in a civil case including a Small Claim case* – contact the person that issued the subpoena - or you may click the link **Public Access** to find the status of the case.
5. *If you are a victim in a case* – please contact the prosecutor that is prosecuting the case [you can click the link **More Information** on the Home Page and then click the link **Prosecutors** for contact information for the prosecutors.

**Probation Inquiries**

All in-person probation meetings and review dates scheduled between March 23, 2020 and May 1, 2020 will be rescheduled. Please contact the Community Control Department at 440-776-0809 or by email at [bspears@cityofoberlin.com](mailto:bspears@cityofoberlin.com) to inquire when you are required to report. All terms and conditions of probation remain active during this period of time.

**All other Inquiries**

For all other inquiries please review the links on the website or you may call the Court at 440-775-1751 or 440-775-7225 during the normal business hours of the court 8:00 A.M. – 4:00 P.M. Monday-Friday.

Date: April 3, 2020

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Judge