

IN RE: DECLARATION OF JUDICIAL  
EMERGENCY IN 12<sup>TH</sup> JUDICIAL  
DISTRICT AND CLOSING OF  
COURTHOUSE AND HUMAN SERVICES  
BUILDING TO PUBLIC – MARCH 17,  
2020 AT 4:30 P.M. TO APRIL 1, 2020 AT  
8:00 A.M.

: IN THE COURT OF COMMON PLEAS  
: DAUPHIN COUNTY, PENNSYLVANIA

FILED  
MAR 16 2020  
DAUPHIN COUNTY  
PENNA.

: AO -12-2020  
: 2020-CV-00178-AO  
: 0010-11-MD-2020  
: 2220-0001

### ADMINISTRATIVE ORDER

AND NOW THIS 16<sup>th</sup> day of March 2020, it is hereby ORDERED as follows:

1. Per the Pennsylvania Supreme Court's Order dated March 16, 2020, I hereby declare a judicial emergency in the 12<sup>th</sup> Judicial District for the following period: *March 17, 2020 at 4:30 p.m. to April 1, 2020 at 8:00 a.m.*
2. Beginning Tuesday, March 17, 2020 at 4:30 p.m., the Dauphin County Courthouse, the 7<sup>th</sup> and 8<sup>th</sup> floor of the Dauphin County Human Services Building, all Magisterial District Judge offices will be **CLOSED TO THE PUBLIC** except for the emergency proceedings outlined below in Paragraph 4.
3. This closure shall remain in place for fourteen (14) days ending April 1, 2020 at 8:00 a.m. However, re-evaluation shall be conducted near the conclusion of that time period.
4. The following Court proceedings are deemed to be emergency in nature and will be handled either by telephone, videoconferencing or in person if there is no other alternative.
  - Preliminary Emergency Injunctions or Temporary Restraining Orders
  - Mental Health 302 Commitments
  - Bail review and habeas corpus hearings
  - Bail Payment and administration
  - Bench warrants and detainer hearings (Rule 150)
  - Emergency PFA proceedings and required *ex parte* PFA proceedings
  - DRO Bench warrant hearings
  - Emergency custody petitions
  - Juvenile delinquency and dependency hearings
  - Emergency guardianships

**FILED**

MAR 16 2020

JEAN MARFIZO KING  
REGISTER OF WILLS AND  
CLERK OF THE ORPHANS' COURT

- Search warrants
- Judicial Bypass Petitions filed in Orphans' Court
- Inasmuch as Rule 150 hearings are conducted by videoconferencing, such proceedings shall remain as scheduled.

If a proceeding needs to be scheduled for one of the categories listed above, parties or attorneys are to call Court Administration at (717) 780-6630 to alert the Court and so that Court Administration can relay filing instructions and scheduling information.

5. The following proceedings are cancelled for this two-week period:

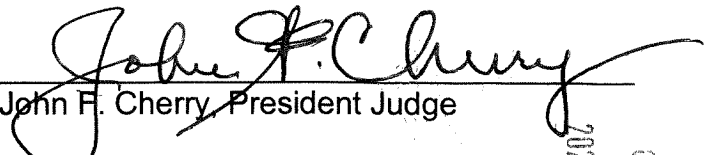
- Miscellaneous Criminal Court
- ARD Hearings
- Domestic Relations Appeals and Contempt Court
- Drug Court and Veterans' Court
- Traffic, non-traffic, civil and Landlord/Tenant cases before the Magisterial District Judges.
- All criminal cases scheduled before the Magisterial District Judges where the defendant is not incarcerated.

These proceedings will be rescheduled.

6. Final PFA Hearings shall be scheduled when the Courthouse opens to the public. All temporary orders entered remain in effect until further order of Court.
7. The April criminal and civil jury trial term is cancelled. In civil matters, counsel shall file a new certificate of readiness or request a status conference for a scheduling conference. Rescheduling of criminal matters will be addressed by the Court.
8. March arbitration hearings are cancelled. Counsel shall file a new Certificate of Readiness.
9. Custody Conferences before the Custody Conference Officers will be rescheduled unless they can be conducted by telephone.
10. Child Support Conferences before the Domestic Relations Conference Officers will be rescheduled unless they can be conducted by telephone.
11. All proceedings, not otherwise cancelled as set forth herein, shall be conducted by telephone or videoconferencing when possible.
12. For emergency hearings which must take place in person, the judge handling such case shall apprise Security of the names of individuals who will attend and shall apprise the persons in attendance of the requirement to bring identification for presentation to Security.

13. Time calculations for the purposes of time computation relevant to court cases or other judicial business, as well as time deadlines are suspended for the time period referenced above.
14. Use of advanced communication technology to conduct court proceedings is expanded and shall be used when possible.
15. The operation of Rule of Criminal Procedure 600 is suspended. The purport of the suspension will be that the time period of the judicial emergency shall be excluded from the time computation under Rule of Criminal Procedure 600(C).
16. Judges' Chambers shall ensure the attendance of staff to accommodate the operation of Court within these guidelines, particularly, to ensure the attendance of a person who is able to facilitate the placing/receiving of conference calls or facilitate teleconferencing.
17. The Directors of Court-Related Offices (Court Reporter, Fines and Costs, Probation Services, Work Release Center, Law Library, Court Administration) shall address their staffing needs to accomplish the essential functions of the office and the Court.
18. Magisterial District Judges shall post on their front doors the dates of closure, the telephone and fax number for the office as well as the link to the sites where individuals can submit electronic payments.
19. Notice of closure shall be posted on the front door of the courthouse and by the elevators on the 7<sup>th</sup> and 8<sup>th</sup> floor of the Human Services Building.
20. All criminal filings shall be made by mail or electronic filing.
21. All civil and Orphans' Court filings shall be made by mail.

BY THE COURT:

  
John F. Cherry, President Judge  
MAR 16 2020

I hereby certify that the foregoing is a true and correct copy of the original filed.

  
Matthew R. Krepp  
Prothonotary

RECEIVED  
OFFICE OF  
CLERK OF COURTS  
2020 MAR 16 PM 4:06  
DAUPHIN COUNTY  
PENNA

**Distribution:**

Judge John F. Cherry, President Judge  
Judge Richard A. Lewis  
Judge Scott A. Evans  
Judge Deborah Curcillo  
Judge Andrew H. Dowling  
Judge William T. Tully  
Judge Edward Marsico  
Judge John J. McNally  
Judge Royce Morris  
Senior Judge Lawrence F. Clark  
Senior Judge Jeannine Turgeon  
Magisterial District Judges  
Deborah Freeman, Esquire – Court Administrator  
Bobby Sisock, Esquire – Deputy Court Administrator – Criminal  
Lili Hagenbuch – Deputy Court Administrator – Civil/ Orphans Court  
Troy Petery, Deputy Court Administrator – Magisterial District Judges  
Jen Simpson – Human Recourse for Court Administration  
Tim DeFoor, Director – Controller’s Office  
Matthew Krupp – Prothonotary  
Dale Klein, Esquire – Clerk of Courts  
Nick Chimienti, Jr. – Sheriff  
Heather Artz – Chief Court Reporter  
Marianne Lawrence, Director – Fines & Costs  
Amy Rosenberry, Executive Director – Victim/Witness Assistance Program  
Law Library  
Michael Madden, Director – Justice Center  
Fran Chardo, Esquire – District Attorney  
Mary Klatt, Esquire – Chief Public Defender  
Kim Robison, Director – Domestic Relations  
Chad Libby, Director – Probation Services  
Matthew Miller, Director – Work Release  
Schaffner Youth Center  
Marisa McClellan, Director – Director for Children & Youth Agency  
Stephen Libhart – Emergency Management Agency  
Dauphin County Bar Association  
Brain Clark, Director – Dauphin County Prison  
Dan Eisenhauer, Director – MH/ID  
Jeff Haste, County Commissioner – Chairman  
Mike Pries, County Commissioner – Vice-Chairman  
George Hartwick, County Commissioner – Secretary  
Joseph Curcillo, Esquire – Solicitor  
Harrisburg Police Department  
Lower Paxton Police Department  
Hummelstown Police Department  
Middletown Police Department  
Steelton Police Department  
Highspire Police Department  
Royalton Police Department  
Lower Swatara Police Department  
Swatara Police Department  
Penbrook Police Department  
Susquehanna Police Department  
State Police (Dauphin County Area)