

IN THE COURT OF COMMON PLEAS OF CRAWFORD COUNTY, PENNSYLVANIA

CIVIL DIVISION

IN RE: ACCESS TO JUDICIAL FACILITIES:
IN THE THIRTIETH JUDICIAL DISTRICT :
DURING THE STATEWIDE JUDICIAL : No. AD 2020 – 189
EMERGENCY DECLARED ON MARCH 16, :
2020 ON ACCOUNT OF COVID-19 :

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ADMINISTRATIVE ORDER NO. 10

MAGISTERIAL DISTRICT COURTS

AND NOW, **May 1, 2020**, pending further Order of Court, and in accordance with the Emergency Order of Statewide Judicial Administration Applicable from May 1, 2020, through June 1, 2020, issued on April 28, 2020, see Nos. 531 and 532 Judicial Administrative Docket, and pursuant to this Court’s Declaration of Judicial Emergency, as supplemented on April 23, 2020, see Case No. 27 WM 2020, the following is ORDERED, DIRECTED, and DECREED, effective as of Monday, May 11, 2020:

I. ACCESS TO MAGISTERIAL DISTRICT COURTS

1. Only those **persons having court business** (referred to herein as “Authorized Occupants”) will be permitted access to Magisterial District Courts. This includes, among others, attorneys appearing on behalf of clients, parties and witnesses to scheduled proceedings, members of the media, police officers, constables, and persons making payment as provided in Section 5, below.
2. Authorized Occupants, unless excused by the Magisterial District Judge, will be required to possess and wear a **mask**. Masks will only be provided to Authorized Occupants who do not have adequate time to obtain a mask prior to a scheduled court proceeding. All others appearing at a Magisterial District Court without a mask will be turned away;

I. ACCESS TO MAGISTERIAL DISTRICT COURTS (continued)

3. The public counters of all Magisterial District Courts shall remain closed to all persons except Authorized Occupants;
4. Filing of papers with Magisterial District Courts by mail or electronically is encouraged.
5. **Payments** are encouraged to be made by mail, electronically, or by telephone. Those unable to use one of these methods may, however, make payments in person.

II. GENERAL PRECAUTIONS

All occupants of Magisterial District Courts, whether Authorized Occupants, officials, or staff, shall, at all times, comply with the following GENERAL PRECAUTIONS:

- a. Maintain social distancing;
- b. All Authorized Occupants must wear a mask, unless excused by the Magisterial District Judge;
- c. All persons seeking access to Magisterial District Courts, whether Authorized Occupants or staff, may be subject to such questioning, orally or in writing, as is necessary to determine if the person seeking access presents with symptoms commonly found among those diagnosed with the COVID-19 virus, or has been in contact with persons known to have been diagnosed with the COVID-19 virus or, within the previous 14 days, was present at a location deemed by the CDC to be a hotspot of COVID-19 contagion; and
- d. Enforcement of these General Precautions shall be by the private security company currently under contract with the County. Enforcement may include, but is not limited to, the following: requiring persons seeking access to have their temperatures taken; denial of access; stationing of Authorized Occupants at locations within or without the Magisterial District Court office as necessary to maintain required social distancing; requiring the use of gloves; and asking pertinent questions regarding COVID-19 contagion.

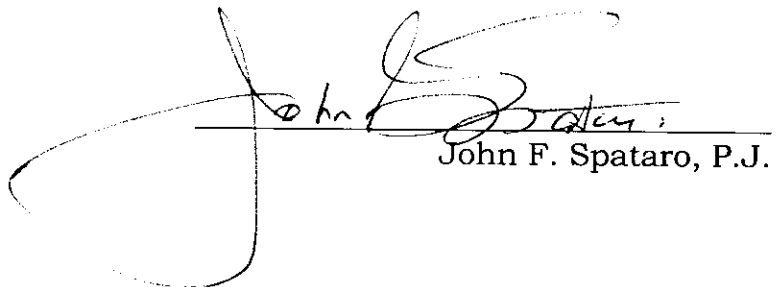
III: COURT OPERATIONS GENERALLY

1. All Magisterial District Court operations will resume, conditioned upon the ACCESS TO MAGISTERIAL DISTRICT COURTS and GENERAL PRECAUTIONS provisions contained herein, but with priority given to the following functions:
 - a. Preliminary arraignments (bail setting) for bailable cases;
 - b. Criminal case filings and subsequent processing;
 - c. Preliminary hearings for incarcerated persons only; and
 - d. Any other proceedings deemed critical by the Magisterial District Judge.
2. The use of advanced communications technologies is encouraged, in accordance with the emergency directives of the Supreme Court of Pennsylvania.

XI. PRIOR ADMINISTRATIVE ORDERS SUPERCEDED

This Administrative Order SUPERCEDES any conflicting terms and conditions of all Administrative Orders filed previously at Case No. AD 2020 - 189.

BY THE COURT,



John F. Spataro, P.J.