

# IN THE MUNICIPAL COURT OF DARKE COUNTY, OHIO

## TEMPORARY ORDER IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY

## JOURNAL ENTRY ACCESS TO COURTROOM

This Order supplements the Court's Orders filed on March 18, 2020 and March 24, 2020. As a result of the anticipated re-opening of the Municipal Court for in-person appearances, and in compliance with the modified State of Emergency, Stay-at-home requirements and CDC guidelines, the Court hereby Orders the following:

1. Beginning Monday, April 27, 2020, **ALL** people required to personally appear for Municipal Court [defendants (criminal and traffic), subpoenaed witnesses (for trials and hearings), plaintiffs (for evictions, small claims and civil cases)] attorneys, prosecutors and law enforcement will be required to wear a face mask. The face mask is required to cover your nose and mouth and must be worn into the courthouse and worn the entire time while in the courthouse.
2. **NO** visitors, guests or children will be permitted in the courthouse as it relates to all Municipal Court cases.
3. Payments and filings will continue to be accepted (and **HIGHLY** recommended) by remote and electronic means which include:
  - a. Pay online at [www.darkecourts.com](http://www.darkecourts.com) or by calling 1.855.897.1085
  - b. Email all civil filings (including evictions and small claims) to [aberge@co.darke.oh.us](mailto:aberge@co.darke.oh.us)
  - c. Email all criminal and traffic filings to [jwalker@co.darke.oh.us](mailto:jwalker@co.darke.oh.us)
  - d. Fax to 937.547.7378
  - e. Mail to Darke County Municipal Court, 504 South Broadway, Suite 7, Greenville, OH 45331
4. Beginning, May 4, 2020, in-person payments and filings will be accepted only on Mondays, Wednesdays and Fridays from 8:00am to 11:30am and from 1:00pm to 4:00pm. Only one (1) person will be permitted in the building to pay and/or file and will be required to wear a face mask. The face mask is required to cover your nose and mouth and must be worn into the courthouse and worn the entire time while in the courthouse.
5. Everyone appearing in-person to Municipal Court will be required to keep a six (6) foot distance from all other people in the courthouse at all times (social distancing).

This Temporary Order shall remain in effect until further order of the Court.

IT IS SO ORDERED.

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Judge Julie L. Monnin