

**THE OTTAWA COUNTY MUNICIPAL COURT
OTTAWA COUNTY, OHIO**

IN THE MATTER OF:
COVID-19

ADMINISTRATIVE ORDER
2021-AO-0022

Effective immediately, the Court finds:

WHEREAS: The COVID-19 Pandemic continues to affect this Nation.

AND WHEREAS: In order to protect and safeguard the public, as well as court staff and personnel, it is necessary to take extreme measures and precautions.

AND WHEREAS: In order to protect and safeguard one of the most essential and crucial rights that an individual has in the American legal system, and to promote public confidence in the judicial proceedings, it is necessary to conduct proceedings in the Ottawa County Municipal Court, with the establishment of modified protocol and procedures, taking into account all of the above.

The following Administrative Order is adopted and shall remain in effect until further Order, establishing the following procedure. It is therefore ORDERED:

Upon further consideration of the updated CDC and Ohio Department of Health guidance, effective immediately, the Ottawa County Municipal Court has revised and implemented the following measures:

- Social distancing (maintaining a distance of 6 feet) will be in effect whenever possible
- Visitors are required to wear a mask whether you are fully vaccinated or not.

- Temperature taking is required whether you are vaccinated or not, whether you feel sick, or that you may be experiencing any symptoms of an illness or not.
- If you are experiencing any symptoms of an illness, feel sick, or if you are running an abnormal temperature (or a temperature above 99 degrees), you should immediately leave the court house and call the clerk's office.
- If you are not a party to a civil case, criminal defendant, victim (victim's legal advocate), or a witness in a case being heard today, you are required to wait outside. This does not apply to attorneys or jurors/prospective jurors.
- As always: sanitize your hands before entering and after leaving the Court; avoid close contact with others; avoid touching eyes, nose and mouth; cover coughing and sneezing; and no handshaking.

The health and safety of our staff and public is our number one priority. Thank you for your cooperation with these policies and continue to do everything you can to keep yourself, your family and the general public safe.



Louis P Wargo III, Judge

Submitted and Filed

SEP 21 '21 PM 2:18

CLERK OF COURT
MUNICIPAL COURT