

IN THE CIRCUIT COURT OF SAINT LOUIS COUNTY, MISSOURI
21st JUDICIAL CIRCUIT
RIVERVIEW MUNICIPAL DIVISION

EMERGENCY ADMINISTRATIVE ORDER
COVID-19 PROCEDURES

WHEREAS, on March 13, 2020 national and state emergencies were declared following the classification of the spread of COVID-19 as a pandemic (the "Pandemic"); and,

WHEREAS, the undersigned has on this date entered an order canceling all outstanding warrants of the Riverview Municipal Division (the "Municipal Division") and suspending all in-person hearings in response to the Pandemic; and,

WHEREAS, in response to the Pandemic, the Missouri Supreme Court entered a superseding order on April 1, 2020 requiring all courts of the state of Missouri to remain open and canceling in-person proceedings in all municipal divisions, effective through May 1, 2020 (the "Supreme Court Order") in response to the Pandemic; and,

WHEREAS, on March 19th, March 20th, and March 24, 2020 the Honorable Michael Burton issued Administrative Orders 15, 16 and 19 respectively, in his capacity as the Presiding Judge of the 21st Judicial Circuit, to ensure public access to the municipal divisions for the duration of the Pandemic (the "21st Judicial Circuit Order"; collectively, the Supreme Court Order and the 21st Judicial Circuit Orders are referred to as the "Orders", herein); and,

WHEREAS, such orders require the Municipal Division to adopt and post certain procedures for the operations of the municipal courts during the duration of the Orders.

1. **Municipal Operations.** All in-person contact with the Municipal Division is hereby suspended and **the courtroom and lobby is ordered to be closed to public access**, however, the Municipal Division shall remain available to the public during the duration of the Orders, including any superseding orders thereto. The Municipal Division shall be open and available to the public as follows:

- a. The Court Administrator and/or her deputies shall be available to the public, law enforcement, defendants and attorneys via telephone at: (314) 868-0700; via email at: court@riverviewmo.org; and via facsimile at: (314) 868-3252, Monday through Friday, 9:00 a.m. to 5:00 p.m. (the "Court Hours").
- b. Payments to the Municipal Division can be made:
 - i. By mail to 9699 Lilac Dr., Riverview, MO 63137 or
 - ii. By online payment at <http://www.riverviewmo.org/Courts.aspx>

c. The Court Administrator shall post the following orders and notices on the Municipal Division's website and in a location visible to the public:

- i. The Notice of Court Closure;
- ii. The Municipal Division's Order dated April 3, 2020 regarding cancellation of outstanding warrants.
- iii. This Order.

d. The Court Administrator is ordered to update the Municipal Division's phone message consistent with this Order.

2. Duty Judge. The Court Administrator shall provide the Municipal Prosecuting Attorney and the Riverview Police Department a list of duty judges which will indicate the on-call judge during the duration of the Orders. The duty judge shall have the following responsibilities:

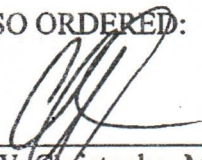
a. The duty judge shall be immediately available to promptly rule on warrants, bail, and conditions of pretrial release without delay. Due to the risks associated with person-to-person contact, the duty judge is discouraged from conducting such review in-person and is encouraged to conduct such review via videoconferencing, teleconference or other available technology. The duty judge shall be available via telephone conference during the Court Hours for consideration of defendants' and attorneys' requests for continuances or modification of bond conditions and requests regarding driver's license suspensions and municipal holds on driver's licenses.

b. If the Municipal Division Prosecutor requests the imposition of bond conditions for an in-custody defendant, such request shall be made within 3 hours of the defendant's arrest. This time frame may be extended only for excusable delay when the duty judge's consideration of bond conditions is necessary for the protection of a victim, a witness or the community.

3. This Order may be modified consistent with the Court's continual assessment of the needs of the community, as well as the recommendations of the St. Louis County Department of Public Health.

DATED: April 3, 2020

SO ORDERED:



W. Christopher McDonough
Municipal Judge

**IN THE CIRCUIT COURT OF SAINT LOUIS COUNTY, MISSOURI
21st JUDICIAL CIRCUIT
RIVERVIEW MUNICIPAL DIVISION**

**EMERGENCY ADMINISTRATIVE ORDER
CANCELLATION OF ALL ACTIVE WARRANTS**

WHEREAS, on March 13, 2020 national and state emergencies were declared following the classification of the spread of COVID-19 as a pandemic (the "Pandemic"); and,

WHEREAS, in response to the Pandemic, the Missouri Supreme Court entered a superseding order on April 1, 2020 requiring all courts of the state of Missouri to remain open and canceling in-person proceedings in all municipal divisions, effective through May 1, 2020 (the "Supreme Court Order") in response to the Pandemic; and,

WHEREAS, on March 19th, March 20th, and March 24, 2020 the Honorable Michael Burton issued Administrative Orders 15, 16 and 19 respectively, in his capacity as the Presiding Judge of the 21st Judicial Circuit, to ensure public access to the municipal divisions for the duration of the Pandemic (the "21st Judicial Circuit Order"; collectively, the Supreme Court Order and the 21st Judicial Circuit Orders are referred to as the "Orders", herein);

WHEREAS, such orders require the Municipal Division to adopt and post certain procedures for the operations of the municipal courts during the duration of the Orders and to review all outstanding warrants in light of the Pandemic; and

WHEREAS, the undersigned Municipal Judge of the Riverview Municipal Division (the "Municipal Division") deems it reasonable and necessary to cancel all outstanding warrants for the arrest of individuals,

IT IS ORDERED that, effective immediately:

1. Pending further direction from the Missouri Supreme Court and the Presiding Judge for the 21st Judicial Circuit, all municipal dockets for the Municipal Division are **CANCELLED** and the Municipal Division's dockets shall resume on a date to be determined by further order of the undersigned Judge.
2. When new court dates are determined, the Municipal Division Court Clerk shall assign new court dates to all defendants and issue each such person a summons by mail to appear on his or her new court date.
3. All outstanding warrants previously issued by the Municipal Division for the arrest of an individual defendant are hereby **CANCELLED**. If any person is arrested on an outstanding

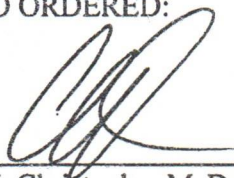
warrant, he or she is to be immediately released on his or her recognizance and, once a new court date is determined, the Municipal Division Court Clerk shall issue him or her a summons by mail to appear on the new court date.

4. All persons having business before the Municipal Division are encouraged to communicate with the Court by telephone at: (314) 868-0700; via e-mail at: court@riverviewmo.org; or via facsimile at: (314) 868-3252, Monday through Friday, 9:00 a.m. to 5:00 p.m.

5. This Order is subject to revision at any time and is entered for the protection of the health and welfare of the citizens of the Village of Riverview, the citizens of St. Louis County, all law enforcement officers, court staff and defendants.

DATED: April 3, 2020

SO ORDERED:



W. Christopher McDonough
Municipal Judge



SUPREME COURT OF MISSOURI

en banc

March 16, 2020
Effective March 16, 2020

In re: Response to the Coronavirus Disease (COVID-19) Pandemic

ORDER

On March 13, 2020, national and state emergencies were declared following the classification of COVID-19 as a pandemic. In response, the Supreme Court of Missouri announces the implementation of the following precautionary measures to combat the spread of the disease to the public and the employees of the Missouri judiciary.

The courts of the State of Missouri shall remain open. Nevertheless, pursuant to this Court's constitutional authority to supervise the administration of the state judicial system, *see* Mo. Const. art. V, §§ 4.1, 8, the Supreme Court of Missouri hereby suspends all in-person proceedings in all appellate and circuit courts – including all associate, family, juvenile, municipal, and probate divisions. The suspension will last from Tuesday, March 17, 2020, through Friday, April 3, 2020, and may be extended by order of this Court as circumstances may warrant.

The suspension of in-person proceedings is subject to the following exceptions:

- Proceedings necessary to protect the constitutional rights of criminal defendants and juveniles;
- Proceedings in which civil or criminal jury trials are already in progress as of March 16, 2020;
- Proceedings pursuant to chapter 455 pertaining to orders of protection;
- Proceedings related to emergency child custody orders;
- Proceedings related to petitions for temporary restraining orders or other forms of temporary injunctive relief;
- Proceedings related to emergency mental health orders;
- Proceedings pursuant to Chapter 475 for emergency guardianship or conservatorship;
- Proceedings directly related to the COVID-19 public health emergency;
- Oral arguments regarding time-sensitive matters; and
- Other exceptions approved by the Chief Justice of this Court.

The presiding judge of each circuit court and the chief judges of each appellate court are authorized to determine the manner in which the listed in-person exceptions are to be conducted. Any proceedings conducted in-person shall be limited to the attorneys, parties, witnesses, security officers, and other individuals necessary to the proceedings as determined by the judge presiding over the proceedings. The judge presiding over such proceedings has the discretion to exercise his or her discretion in excusing jurors or other individuals that cannot or should not appear as a result of risks associated with COVID-19.

All judges and court clerks are encouraged to utilize all available technologies – including e-mail, teleconferencing, and video conferencing – to further limit in-person courtroom appearances. Any local, criminal, or civil rules that would impede a court clerk or judge's ability to utilize such technologies are hereby suspended until April 3, 2020, and may be extended by order of this Court as circumstances may warrant.

This order does not affect a court's ability to consider or rule on any matter that does not require an in-person court proceeding. Likewise, this order does not affect any required filing deadlines through Missouri's e-filing system. During the suspension, each circuit and appellate court should consider adopting measures for ensuring timely filing by *pro se* litigants that lack access to Missouri's e-filing system.

Despite the suspension of in-person court proceedings, Missouri courts still must continue to carry out the core, constitutional functions of the Missouri judiciary as prescribed by law and continue to uphold the constitutional rights of litigants seeking redress in any Missouri court. Each courthouse should work with local law enforcement and county agencies to ensure that, to the extent possible, courthouses remain accessible to carry out essential constitutional functions and time-sensitive proceedings.

If it becomes necessary to close any courthouse during the suspension period, the courthouse shall develop procedures for ensuring the court remains accessible by telephone and e-mail to the extent possible during regular business hours. The Supreme Court of Missouri should be notified immediately of the closing of any courthouse, and notice of such closings should be disseminated to the local media and posted on the courthouse doors.

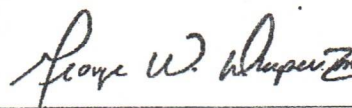
Furthermore, for the health and safety of its employees, each court is instructed to post an order to the courthouse doors prohibiting access to the premises for individuals that have been exposed to or are exhibiting symptoms of COVID-19. The posting should list necessary contact information for individuals not authorized to enter the premises to have remote access to the administration of justice. Attached to this order is a

recommended order for posting at each court. The order should contain the same substantive information but should be modified to include local contact information.

Additionally, any non-essential travel by judicial employees for work-related functions is hereby suspended. This includes travel for purposes of participating in Supreme Court committee meetings. If possible, such meetings should be conducted by teleconferencing or rescheduled to a later date.

This order is intended to be interpreted broadly for protection of the public from the risks associated with COVID-19.

Day - to - Day



GEORGE W. DRAPER III
Chief Justice