

IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS



ADMINISTRATIVE ORDER 2021-M-3
Madison and Bond Counties

Resumption of Court Operations by the Third Judicial Circuit

This Order applies to the Courts within the Third Judicial Circuit. The Resident Circuit Judge of Bond County is authorized to issue local orders, rules or protocols, consistent herewith, and for the limited purpose of implementing the provisions of this order in that County.

WHEREAS, in view of the outbreak of the novel coronavirus (COVID-19); and in accordance with the efforts of this Court to reduce unnecessary in-person court appearances and to promote remote court appearances; and,

WHEREAS, for those reasons mentioned in prior Third Circuit Administrative Orders previously entered, and reference therein to various Orders of the Illinois Supreme Court (M.R. 30370), all dealing with the COVID-19 pandemic, and;

WHEREAS, it is necessary and appropriate to update prior Administrative Orders, taking access to justice and public safety into account and upon considering guidance received from, but not limited to, the Illinois Supreme Court's May 20, 2020 Order M.R. 30370, *In re: Illinois Courts Response to COVID-19 Emergency*, effective June 1, 2020;

WHEREFORE, the undersigned, as Chief Judge of the Third Judicial Circuit, hereby Orders the resumption of court operations to include a gradual influx of non-essential matters as follows:

General Procedures Applicable to all Courthouses

Subject to guidelines established by the judges assigned to a particular docket, many matters will continue to be conducted by remote means as much as possible. For in-person proceedings, the following general rules are strictly enforced in the courthouse:

- Lawyers and parties must arrive promptly for hearings and leave after the hearing ends;
- Lawyers and named parties only are allowed to attend hearings depending on the type of hearing, and subject to the assigned judge's directive;
- Face coverings are required while in the courthouses, subject to possible exceptions for court personnel so they may carry out certain duties, and as directed by the judge of the respective courtroom;
- Social distancing must be maintained at all times within the courthouses;

- No one will be allowed to congregate inside or outside the courtrooms;
- Case management and status hearings should be conducted remotely, pursuant to divisional guidelines established by presiding judges, unless by leave of court;
- Avoid touching doorknobs, handrails, computers, copiers and other “high-touch” areas. Access to some computers and copiers will not be available during this time; and
- Capacity limits will be in place for each courtroom.

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1. **Courtrooms.** All courtrooms are reopened for limited court business as described herein, subject to the oversight of the Chief Judge and respective Presiding Judge in each Division.
 2. **Limitations.** In-person access to courthouse for courtroom business are allowed on a limited basis with restrictions on capacity, among other things, and permitted only upon adherence to the divisional rules or procedures as set out in the divisional orders attached hereto.

Each courtroom is different and will have its own schedule as approved by its respective judge. The goal is to have a minimal number of members of the public in courtrooms or their environs at any time, complying with the safety precautions described herein. Large docket calls, in particular, are being re-arranged and organized in an effort to reduce the number of persons in the courtroom and allow for social distancing. Where appropriate, remote hearings should be conducted via phone and video conference pursuant to the rules and procedures prescribed by the assigned judge.

Spectator, non-litigant/non-attorney and guest appearances in the courthouse for court business is not allowed.

Specific standing orders of individual judges concerning courtroom procedure are in existence. If none, attorneys and self-represented litigants should communicate with the clerk and/or bailiff for each individual judge concerning matters of procedure and scheduling.

3. **Entry into the Courthouse.** The Madison County Sheriff’s Department is tasked with the responsibility to screen persons who enter the courthouse for everyone’s safety. Everyone entering the building is required to have a face covering or entry will be denied.

Individuals shall be denied entry to the courthouse if they:

- a. Have travelled, within the last 21 days, to any country designated by the United States Centers for Disease Control (CDC) as high risk locations for transmission of COVID-19; or

- b. Reside with or have close contact with anyone who has travelled to any country designated by the United States Centers for Disease Control (CDC) as high risk locations for transmission of COVID-19; or
- c. Have been directed to quarantine, isolate, or self-monitor at home by any medical provider; or
- d. Reside with or have close contact with anyone who has been directed to quarantine, isolate, or self-monitor at home by any medical provider; or
- e. Have been diagnosed with, or have had close contact with anyone diagnosed with COVID-19; or
- f. Have flu-like symptoms, including fever, cough, or shortness of breath; or
- g. Are awaiting the result of a COVID test.

Anyone turned away or refusing screening will be asked to leave his/her name, and contact address with security, so that this information can be passed along to the presiding judge or respective courtroom staff.

- 4. **Court Date and Scheduling Inquiries.** It is a litigant's responsibility to know of his/her next court date and, if a self-represented litigant, to keep the Circuit Clerk advised of a current address, email address and phone number. Inquiries may be made by contacting your lawyer if you have one or by calling the clerk at (618) 692-6240 or referring to the following website:
https://www.co.madison.il.us/departments/circuit_clerk/court_records_search.php
- 5. **Grand Jury.** Grand Jury proceedings will resume March 3, 2021 in Madison County. Bond County Grand Jury proceedings will be determined by the Presiding Judge in that county.
- 6. **Jury Trials.** Jury trials in Madison County will proceed only after the trial judge confers with the Chief Judge and the Chief Judge determines that proper distancing requirements and facilities limitations do not prevent the trial from proceeding safely. However, all jury trial requests are first subject to the respective divisional orders previously entered. To the extent speedy trial implications are involved, any such continuance, per Supreme Court Order M.R. 30370 will be excluded from speedy trial computations and statutory time restrictions applicable to same shall be tolled until further Order of the Illinois Supreme Court.
- 7. **Probation and Court Services.** The Madison County Probation and Court Services Department may resume some office appointments for probation clients.
- 8. **Detention Home.** Visitation and access to the facility continues to be subject to the restrictions in place. Those in need of guidance should contact Jon Volkmar at (618) 692-1002.

9. **Weddings.** Marriages and Civil Unions in Madison County will resume with limits placed on the number of ceremonies that may be performed on Fridays between 1:00 PM and 1:30 PM. Unless otherwise ordered, only the couple to the ceremony will be allowed in the courthouse.
10. **Law Library/Self-Help Center.** In Madison County, remote appointments will continue and may be scheduled with the law librarian at (618) 296-4900 and by email at lawlibrary@co.madison.il.us. In-person appointments will resume with restrictions by pre-arranged appointment only. Visit our website to find additional information or assistance at:

https://www.co.madison.il.us/departments/circuit_court/law_library/index.php.
11. **Kid's Corner Supervised Parenting Time and Parenting Exchanges.** Supervised parenting time and exchanges shall resume, subject to the following guidelines:
- a. All families will be screened prior to entering Madison County Kids' Corner.
 - b. All visitors over the age of two (2) will be required to wear a face covering. If you arrive at the Madison County Kids' Corner for Supervised Parenting Time and/or Parenting Exchanges without a mask on you will be asked to leave.
 - c. If you are sick with COVID-19, were recently exposed (within 14 days) to someone with COVID-19, are awaiting a COVID test result, or just do not feel well, please contact Kids' Corner to cancel the Supervised Parenting Time and/or Parenting Exchange for that day.
 - d. Practice social distancing by staying at least six feet (two meters) from other families at the center.
 - e. The number of people inside at one time may be limited.
12. **Children First Parenting Program.** The program may be completed online through July 1, 2021. To register for the Children First Parenting Education Program, call (618) 251-6214 between 9:00 a.m. and noon, Monday through Friday.
13. **Arbitration.** Please refer to Order Regarding Civil Jury & Non-Jury Trials, Arbitration Hearings, Motion Hearings and CMC Settings attached and incorporated herein.
14. **Foreclosure Mediation.** Jennifer Dunham schedules intake, Pre-mediation and Mediation conferences, pursuant to guidelines, at the Madison County Foreclosure Mediation Center, 101 East Edwardsville Road, Suite 203 Wood River, IL 62095. Phone: (618) 296-4760. Email: jedunham@co.madison.il.us
15. **Evictions.** Evictions remain subject to applicable federal and/or state moratoriums. See Administrative Order 2020-M-37 attached hereto.

16. **E-Filing.** E-Filing requirements, for self-represented litigants only, remains suspended until further notice, as access to the clerk's E-Filing terminals for self-represented litigants is limited. Such persons may file paper pleadings with the Circuit Clerk.
17. **Divisional Orders.** Individuals should familiarize themselves with any divisional orders in place for the procedures applicable to:
- a. Criminal Felony Matters;
 - b. Civil, Jury and Non-Jury Trials, Arbitration Hearings, Motion Hearings and CMC Settings;
 - c. Family Division Special Settings, Motion Hearings and All CMC Settings;
 - d. Associate Judge Civil Dockets;
 - e. Courtroom 103 Traffic/Misdemeanor/Ordinance Dockets; and
 - f. Alton Traffic/Misdemeanor/Municipal Ordinance Dockets.
18. **Effective Date.** This order is effective March 1, 2021, supersedes previous Third Judicial Circuit administrative orders referenced above, and may be extended, supplemented or modified. For updates on these and other matters involving the Third Judicial Circuit operations, please visit:

https://www.co.madison.il.us/departments/circuit_court/index.php

The Clerk of the Circuit Court is to notify all parties of record by posting on its website and emailing attorneys and by other appropriate means. This order shall be filed in the Office of the Circuit Clerk of Madison County, Illinois and that said order be made available to the members of the bar and public.

ENTER: February 11, 2021



William A. Mudge
Chief Judge

**IN THE CIRCUIT COURT
FOR THE THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

ORDER REGARDING CRIMINAL FELONY MATTERS

Consistent with the administrative orders previously entered by Chief Judge Mudge and the Illinois Supreme Court, and subject to future Administrative Orders, the following shall apply to all criminal felony matters effective March 1, 2021, and until further Order:

All persons entering the Criminal Justice Center must wear a mask at all times, observe appropriate social distancing and comply with room capacity limitations.

Attorneys should confirm any special setting (e.g. motion to suppress, sentencing, etc.) with the assigned Judge at least one week in advance.

Jury Trial Dockets:

Cases will remain on the docket as currently set. Attorneys shall NOT have out-of-custody Defendants physically appear at the Courthouse unless directed to do so by the Court. Defendant's not represented by counsel should appear in person. Attorneys may appear personally, but are encouraged to discuss cases with the State in advance and minimize in person visits to the Criminal Justice Center.

A change of plea hearing must be scheduled with the Court in advance. The Court may accept a change of plea via Zoom. Attorneys wishing to conduct a plea via Zoom must have all paperwork completed, signed and provided to the Court in advance of the scheduled hearing.

Jury Trials:

All trials are subject to the Guidelines for Criminal Jury Trials in The Third Judicial Circuit Due to COVID-19 Pandemic published and adopted on September 1, 2020.

Probation Revocation Dockets:

Defendants not in custody are not required to appear in Court. In custody matters will remain set on Wednesday morning at 9:00 a.m. However, the Court will conduct uncontested hearings throughout the week at agreed upon times via video. Contested in custody hearings will be conducted in open court and will be scheduled by the court upon request.

Preliminary Hearings for Defendants in Custody:

Although these cases will remain set as scheduled, the Court will conduct hearings throughout the week at mutually agreed upon times. The Court encourages attorneys to avail themselves of this scheduling flexibility in order to minimize the number of persons entering the Courthouse on the scheduled date.

Waivers of preliminary hearing will be conducted via closed circuit video with the Madison County Jail. Contested preliminary hearings will be conducted in open Court and will be scheduled by the Court upon request.

Preliminary Hearings for Defendant's Not in Custody:

Due to courtroom capacity limitations, attorneys and defendants should appear at the specific time a case is scheduled.

Defendants represented by counsel who agree to waive their right to personally appear in open Court may waive a preliminary hearing via Zoom video conferencing. In order to limit the number of persons physically present in the Courthouse, attorneys are strongly encouraged to consider appearing for preliminary hearing waivers via Zoom. Attorneys interested in this option should contact Judge Schroeder at ntschroeder@co.madison.il.us

Bond Motions:

Prior to preliminary hearing, motions to modify bond will continue to be heard by the Judge conducting video first appearances. Motions filed after preliminary hearing will be specially set by the assigned Judge. The Defendant will appear via closed circuit video or Zoom. Attorneys may appear in person, by telephone or via Zoom. If appearing by phone or Zoom, the attorney must notify the Judge in advance of the hearing.

/s/ Kyle Napp
Chief Criminal Judge

FEB 11 2021

IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS

ORDER REGARDING CIVIL, JURY & NON-JURY TRIALS,
ARBITRATION HEARINGS, MOTION HEARINGS and CMC SETTINGS

Consistent with Chief Judge Mudge's Administrative Order 2021-M-3, and subject to future Administrative Orders, the following shall apply to all Civil Jury and Non-Jury cases assigned to Judges Ruth, Smith, Threlkeld or Foster:

Civil Jury Trials:

No Civil Jury Trials shall be conducted until further order of the assigned judge after consultation with the Chief Judge so that a determination may be made that a trial may proceed safely.

Non Jury Trials:

Non Jury Trials, in person and via Zoom videoconference may be scheduled at the discretion of the assigned judge on a case by case basis. In person trials must be held in accordance with social distancing and protective equipment requirements as ordered by the Chief Judge.

Arbitration Hearings:

Arbitration Hearings will continue to be conducted via Zoom videoconference until further administrative order.

Motion Hearings:

All Motions shall be conducted remotely via telephone or video conferencing, unless at the discretion of the assigned judge he or she allows the motion to be heard in-person in accordance with social distancing and protective equipment requirements as ordered by the Chief Judge.

For those motions not automatically set by the Court, a request for hearing on a motion shall be made by sending to the assigned judge or their clerk, via email, a written request for a hearing date. Such requests shall specify the motions to be presented and whether a court-reporter is required.

Case management Conferences: In lieu of the regularly scheduled monthly case management dockets and until further Administrative Order of the court, parties shall adhere to the following:

- All Case Management Conferences shall be conducted by remote means.
- In those cases where a Jury Trial or Non-Jury Trial has been continued by the assigned Judge or Administrative Order and has not been reset, the lead counsel for each party shall within sixty (60) days of this Order personally confer for the purpose of selecting a new trial date and send to the assigned judge, via email, in Word format, a proposed order containing the requested new trial date. Jury Trial dates for 2021, 2022 and 2023 are available at:
https://www.co.madison.il.us/departments/circuit_clerk/court_schedules.php
- In those cases where no Case Management Order has been entered, the lead counsel for each party shall, within sixty (60) days of this Order personally confer for the purpose of selecting discovery deadlines and cut-off dates, expert and opinion disclosure, and a trial date and send to the assigned Judge, via email, in Word format, a proposed Case Management Order for approval. Forms for Case Management Orders may be found at:
https://www.co.madison.il.us/departments/circuit_clerk/Forms_Instructions.php
- For any new case filed, within sixty (60) days of Defendant(s) having filed an answer, the lead counsel for each party shall personally confer for the purpose of

selecting discovery deadlines and cut-off dates, expert and opinion disclosure, and a trial date and send to the assigned Judge, via email, in Word format, a proposed Case Management Order for approval. Forms for Case Management Orders may be found at:

https://www.co.madison.il.us/departments/circuit_clerk/Forms_Instructions.php

The Clerk of the Circuit Court is to notify all parties of record, that it be filed in the Office of the Circuit Court of Madison County and be made available to all members of the public by posting on the Circuit Clerks website and emailing to all attorneys on the master list of attorneys maintained by the Circuit Clerk.

Enter: February 11, 2021

Dennis R. Ruth

Judge Dennis R. Ruth

druth@co.madison.il.us

Clerk: Brooke Toner

Ph: 618-296-4405

betoner@co.madison.il.us

Sara D. Smith

Judge Sarah D. Smith

sdsmith@co.madison.il.us

Clerk: Brooke Toner

Ph: 618-296-4405

betoner@co.madison.il.us

Christopher P. Threlkeld

Judge Christopher P. Threlkeld

cpthrelkeld@co.madison.il.us

Clerk: Lydia King

Ph: 618- 296-4508

lmking@co.madison.il.us

Ronald J. Foster

Judge Ronald J. Foster

rjfoster@co.madison.il.us

Clerk: Theresa Carney

Ph: 618- 296-4977

tkcarney@co.madison.il.us

**IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

ORDER REGARDING FAMILY DIVISION MATTERS

Consistent with the Chief Judge's Administrative Orders and subject to future Administrative Orders, IT IS HEREBY ORDERED that the following shall apply to all cases assigned to Judges in the Family Division effective immediately and until further order:

FOR ALL CURRENT CASES:

In those cases where a matter or final hearing was continued by the assigned Judge or by Administrative Order and has not been rescheduled, counsel shall within thirty (30) days of this Order personally confer for the purpose of selecting a new hearing date and send to the assigned Judge, via email, a request for a new special setting or final hearing date.

In cases where both parties are self-represented, the assigned Judge will reschedule any cancelled or continued matters.

In accordance with Supreme Court Rule 922, in cases involving minor children and allocation of parental responsibility issues, all allocation of parental responsibility proceedings shall be resolved within 18 months of service of the petition or complaint to final order. If the parties are unable to meet the 18 month deadline, the parties (including any GAL or Child Representative) shall present to the court in writing the reasons for such delay. The Court may consider whether there is sufficient justification per Supreme Court Rule 922 to find good cause for the extension.

FOR ALL NEW CASES FILED AND OPENED AFTER ENTRY OF THIS ORDER:

Upon receipt of proof of service on the Respondent or an Entry of Appearance by the Respondent, the assigned judge shall schedule the Initial Case Management Conference (CMC). The Initial Case Management Order shall indicate the date and time of the setting and shall indicate whether the CMC is in person, via telephone conference, or via video conference. At the Initial CMC the

parties shall identify all contested and uncontested issues. In addition, pursuant to Local Court Rule 2.05, each party shall file a Financial Affidavit along with all required supporting documentation with the Clerk of the Circuit Court and provide a copy to opposing counsel or the self-represented party. The parties have a continuing duty to update and supplement this information and provide a copy to opposing counsel or the self-represented party and file it with the Clerk of the Circuit Court.

In accordance with Supreme Court Rule 922, all allocation of parental responsibility proceedings shall be resolved within 18 months of service of the petition or complaint to final order. Upon receipt of proof of service on the Respondent, or an Entry of Appearance by Respondent, the assigned judge shall schedule the Initial CMC. The Initial CMC shall be conducted within 90 days after service on the Respondent in accordance with Supreme Court Rule 904. This notification shall set forth the date and time of the setting and whether the CMC shall occur in person, via telephone conference, or via video conference.

In cases involving allocation of parental responsibilities, during the Initial CMC, the parties shall identify all contested and uncontested issues including parenting time, child support, and whether a Guardian Ad Litem for the minor child(ren) should be appointed. The parties will be ordered to mediation, given deadlines for completing and filing a Children's First Certificate, as well as deadlines for submission of proposed parenting plans. Pursuant to Local Court Rule 2.05, each party shall file a Financial Affidavit along with all required supporting documentation with the Clerk of the Circuit Court and provide a copy to opposing counsel or the self-represented party. The parties have a continuing duty to update and supplement this information and provide a copy to opposing counsel or the self-represented party and file it with the Clerk of the Circuit Court.

CASE MANAGEMENT CONFERENCES AND HEARINGS

All in-person matters shall be in accordance with social distancing, protective gear requirements, and all other requirements as ordered by the Chief Judge. All in-person Attorney CMC Dockets are limited to the attorneys of record. All in-person Self-Represented Case Management Dockets are limited in attendance to the attorneys of record and the parties in the case only. All in-person IV-D Dockets are limited in attendance to the attorneys of record and the parties in the case only, except for the IV-D DNA Dockets. In such cases, attendance is limited to the parties and the minor child(ren) who are being DNA

tested. All in-person Order of Protection Dockets shall be limited to the parties of record. For in-person matters, witnesses will be available outside the Courthouse and called in within the Judge's discretion.

CONTINUANCES/FAILURE TO COMPLY:

Pursuant to Illinois Supreme Court Rule 901, parties, witnesses, and counsel shall be held accountable for participating in all scheduled hearings in family cases. Continuances shall not be granted in allocation of parental responsibility cases except for good cause shown and may only be granted if the continuance is consistent with the health, safety, and best interests of the child.

In cases that do not involve minor children or issues involving allocation of parental responsibilities, continuances will be granted if agreed to by the parties and/or for good cause shown. The party requesting the continuance must detail the reasons for the continuance as well as whether the opposing party objects to the continuance.

Any party or attorney subject to the jurisdiction of this court, required by this order to participate and comply with any case management order, who without good cause fails to abide by this or any case management order entered, shall be subject to the sanctioning power of the court including, but not limited to, those sanctions authorized under Illinois Supreme Court Rule 219(c) such as criminal or civil contempt, dismissal of their cause of action, imposition of attorney fees and/or imposition of monetary sanctions.

This Administrative Order applies to all cases within the Family Division whether a party is represented by counsel or is self-represented.

Maureen D. Schuette

Judge Maureen Schuette
Presiding Judge of the Family Division

FEB 11 2021

IN THE CIRCUIT COURT THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS

**Associate Judge Civil Dockets
(Judges Harrison and Chapman)**

Consistent with Illinois Supreme Court Order #30370 entered May 20, 2020, and the Third Judicial Circuit's Administrative Order 2021-M-3, the following are effective immediately:

Applicable to all Dockets

All uncontested and walk-through matters to be done remotely by email, conference call, or Zoom as directed by the Court.

Limited dockets shall resume March 1, 2021, with many matters (excluding Foreclosure and Probate) handled simultaneously by Judges Chapman and Harrison in two courtrooms. Capacity limits for each courtroom will be enforced, consistent with health department recommendations.

Only parties or required witnesses are to come into the courthouse. Counsel must minimize the number of persons present. Anyone appearing at court must comply with all safety and social distancing protocols, including face coverings.

All high-risk individuals (including alleged disabled adults) and minors may appear remotely or waive their presence, if desired.

Court reporting will only be available upon special request and court approval.

All exhibits to be e-filed prior to any hearing.

Citations (Post-Judgment)

Limited dual docket will be set Wednesdays at 1:00 PM.

Evictions

See Administrative Order 2020-M-37 attached.

Probate

Contested and default matters shall be heard by special setting or limited dockets (Mondays and Tuesdays) as designated by the court. Counsel may contact the probate clerk or Judge for settings. The clerk will provide notice as the Court directs

All high-risk individuals (including alleged disabled adults) and minors may appear remotely or waive their presence, if desired.

FEB 11 2021

IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOISADMINISTRATIVE ORDER 2020-M-37
Madison and Bond Counties

This Order applies to the Courts within the Third Judicial Circuit. The Resident Circuit Judge of Bond County is authorized to issue local orders, rules or protocols, consistent herewith, and for the limited purpose of implementing the provisions of this order in that County.

**COVID-19 Court Operations by the Third Judicial Circuit - Further Amended
Administrative Order Regarding Evictions**

WHEREAS, it is necessary and appropriate to update prior Administrative Orders, taking access to justice and public safety into account and upon considering guidance received from, but not limited to, the Illinois Supreme Court's May 20, 2020 Order M.R. 30370, *In re: Illinois Courts Response to COVID-19 Emergency*, effective June 1, 2020, the latest extension of the Governor's Executive Order concerning the filing of residential eviction actions and enforcement of residential eviction orders, and the recent passage of the CARES Act;

WHEREFORE, the undersigned, as Chief Judge of the Third Judicial Circuit, hereby Orders as follows:

On September 4, 2020, CDC Eviction Directive ["Temporary Halt in Residential Evictions to Prevent the Further Spread of COVID-19"] went into effect. It stays most residential evictions through January 31, 2021. Covered individuals include those who received the stimulus check or expect to earn less than \$99,000 in annual income for Calendar Year 2020 (or less than \$198,000 if filing a joint tax return). As a result, eviction cases will not be set unless they fall under the Directive's Exception -

The Directive allows evictions based on a tenant, lessee, or resident:

(1) Engaging in criminal activity while on the premises; (2) threatening the health or safety of other residents; (3) damaging or posing an immediate and significant risk of damage to property; or (4) violating any applicable building code, health ordinance, or similar regulation relating to health and safety.

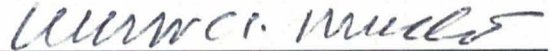
However, the Directive further indicates that the above limitation does not apply if any State, local, territorial, or tribal area with a moratorium on residential evictions provides the same or greater level of public-health protection than the requirements listed in this Order. [emphasis added]

Complaints, Motions, and all other Pleadings must comply with these rules, if a hearing or order of possession is desired. The Court will review all pleadings prior to setting.

As a result, all evictions are stayed unless they are certified by the Court as a Special Emergency Eviction [based upon the exceptions]. All previously issued Orders of Possession are hereby stayed until further order of the court. This Order shall remain in effect until further order of court.

The Clerk of the Circuit Court is to notify all parties of record by posting on its website and emailing attorneys and by other appropriate means. This order shall be filed in the Office of the Circuit Clerk of Madison County, Illinois and that said order be made available to the members of the bar and public.

ENTER: December 30, 2020

A handwritten signature in dark ink, appearing to read "William A. Mudge", is written over a horizontal line.

William A. Mudge
Chief Judge

**IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

**AMENDED GENERAL ORDER APPLICABLE TO THE DUI DOCKETS
WITH SOME PROVISIONS ALSO APPLICABLE TO ALL
COURTROOM 103 DOCKETS AND ALTON DOCKETS.**

Dockets are set to resume on March 1, 2021. Because COVID-19 continues to be a very real threat and will remain so for the foreseeable future, the Court deems it appropriate to amend its prior General Order, to include additional provisions applicable to all Courtroom 103 dockets. These high-volume daily dockets require strict adherence to accepted health and safety protocols. Therefore, in order to minimize the number of persons in Courtroom 103 at any one time, prevent unnecessary contact among lawyers, court personnel, litigants and all others as well as to maximize the safety and welfare of all, the Court orders as follows:

1. Face masks *entirely* covering the nose and mouth shall be worn at all times within the courtroom.
2. Attorneys shall obtain client "blue sheets" from the Deputy Clerk stationed outside of Courtroom 103. Attorneys shall remain six feet apart while waiting to obtain the "blue sheets". Attorneys arriving late to the docket shall collect their "blue sheets" from the courtroom Deputy Clerk.
3. Attorneys shall sit at designated places (marked with blue tape) on the courtroom benches until an ASA is available. If designated seating is unavailable, standing attorneys shall maintain proper social distancing at all times.
4. Attorneys shall remain *entirely* behind the Plexiglas screens at all times when transacting with an ASA or Deputy Clerk.

5. Attorneys awaiting copies from the Deputy Clerk shall not bunch up or crowd around the clerk's station. They shall form a line while maintaining the appropriate social distancing.
6. Per previous order, Attorneys shall maintain social distancing at all times where and whenever appropriate and wear masks covering both nose and mouth.

The Court reminds Attorneys that Courtroom 103 is the forum for high-volume dockets on a daily basis. Because of that fact, it is essential that everyone in attendance observe accepted protocols to minimize risk to health and safety, including wear face masks, maintaining social distancing, avoid physical contact and frequently wash or sanitize hands.

- I. **Do not come to court if you are feeling ill, have flu-like symptoms or a fever.**
- II. **Do not come to court if you are awaiting COVID test results.**
- III. **Do not come to court if you have been directed to quarantine or isolate at home by any healthcare provider or a public health official.**
- IV. **Do not come to court if you reside or have regular close contact with a person currently subject to quarantine or isolation pursuant to the direction of any healthcare provider or public health official.**

Attorneys shall also review this Court's **Revised General Order Applicable to the DUI Dockets with Some Provisions Also Applicable to All Courtrooms 103 Dockets** filed simultaneously with this Order. The Court appreciates the cooperation of the members of the bar during this health crisis. This Order is subject to revision, extension or vacation at any time by the undersigned or the Chief Judge.

IT IS SO ORDERED.

Enter:

FEB 11 2021

A. Ryan Jumper

JUDGE

**IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

**AMENDED GENERAL ORDER APPLICABLE TO THE DUI DOCKETS
WITH SOME PROVISIONS ALSO APPLICABLE TO ALL
TRAFFIC/MISDEMEANOR/ORDINANCE DOCKETS**

Dockets are set to resume on March 1, 2021. Because COVID-19 continues to be a very real threat and will remain so for the foreseeable future, the Court deems it appropriate to amend its prior General Order applicable to DUI dockets and to include additional provisions applicable to all Traffic/Misdemeanor/Ordinance dockets (where relevant). These high-volume daily dockets require strict adherence to accepted health and safety protocols. Therefore, in order to minimize the number of persons in courtrooms at any one time, prevent as much as possible unnecessary contact among lawyers, court personnel, litigants and others as well as to maximize the safety and welfare of all, the Court orders as follows:

1. Face masks entirely covering the nose and mouth shall be worn at all times within Courtroom 103.
2. Attorneys shall obtain "blue sheets" from the Deputy Clerk stationed outside of Courtroom 103. Attorneys shall remain six feet apart while waiting to secure the "blue sheets". Attorneys arriving late to the docket will collect their "blue" sheets from the courtroom Deputy Clerk.
3. Attorneys shall sit at designated places (clearly marked with blue tape) on the courtroom benches until an ASA is available. If designated seating is unavailable, standing attorneys shall maintain proper social distancing at all times.
4. Attorneys shall remain entirely in front of the Plexiglas screens at all times when transacting with the ASAs and the Deputy Clerk.

5. Attorneys awaiting copies from the Deputy Clerk, shall not bunch up or crowd around the clerk's station. Attorneys shall form a line while maintaining the proper social distance.
6. Attorneys who intend to merely continue their cases without discussions with an ASA need not appear. Simply advise the Court and an ASA by email and the appropriate orders will be entered without the necessity of a court appearance.
7. Attorneys shall not bring their clients into Courtroom 103 who are "first time offenders" in DUI cases to enter guilty pleas.
8. Preferably by email, Attorneys shall present to the Court all properly executed documents, including a notarized affidavit verifying "first time offender" status, with proposed Orders.
9. As stated in prior Orders, Attorneys shall negotiate with the ASAs prior to a docket call to the extent possible. Lengthy courtroom negotiations are discouraged in order to minimize time spent and the number of persons in the courtroom.
10. If an Attorney believes that the client's presence is absolutely necessary, ask her/him to remain in their vehicle, if possible. Call or text client when the Court allows entry into the Courtroom, probably at the docket's conclusion. Only the client may come into court.
11. Unless otherwise agreed to by the Court, plea hearings for all other offenders shall be conducted via the Zoom platform. The Court is generally available for such hearings at 8:30 am each week day. Hearings will be conducted in the room 103 Zoom Virtual Courtroom. To schedule a Zoom plea, the Attorney must request said hearing from the ASA and provide the ASA with her/his email so that the ASA can email the necessary documents to defendant's Attorney who will return them with all necessary signatures to the ASA. The Court will enter the appropriate orders submitted by the ASA following the hearing.
12. All hearings shall be specially set by the Court but all will occur in the 103 Zoom Virtual Courtroom. Attorneys shall contact the Court by email to obtain dates and times for hearings. Motion hearings will not be conducted

at regularly scheduled dockets without prior leave of Court. Unless otherwise agreed to by the Court, all hearings will be conducted via the 103 Zoom Virtual Courtroom platform. Attorneys will discuss with the Court how to submit documents or other non-testimonial evidence prior to the hearing.

13. Attorneys are encouraged to utilize emails, texts and phone calls with the ASAs to accomplish as much as possible to avoid court appearances.
14. **DO NOT COME TO COURT IF YOU ARE FEELING UNWELL, HAVE A FEVER OR FLU-LIKE SYMPTOMS.**
15. **ABSOLUTELY DO NOT COME TO COURT IF YOU ARE AWAITING RESULTS FROM COVID-19 TESTING.**
16. **DO NOT COME TO COURT IF YOU HAVE BEEN DIRECTED TO QUARANTINE OR ISOLATE AT HOME BY ANY HEALTHCARE PROVIDER OR A PUBLIC HEALTH OFFICIAL.**
17. **DO NOT COME TO COURT IF YOU RESIDE OR HAVE REGULAR CLOSE CONTACT WITH A PERSON CURRENTLY SUBJECT TO QUARANTINE OR ISOLATION PURSUANT TO THE DIRECTION OF ANY HEALTHCARE PROVIDER OR PUBLIC HEALTH OFFICIAL.**

This Order is subject to revision, extension or vacation at any time by the undersigned or by the Chief Judge. All previous Orders not superseded by any provision of this Order remain in full force and effect.

IT IS SO ORDERED.

Enter: FEB 11 2021

A. Ryan Jumper

Judge Presiding

**IN THE CIRCUIT COURT
THIRD JUDICIAL CIRCUIT
MADISON COUNTY, ILLINOIS**

**AMENDED GENERAL STANDING ORDER FOR ALL ALTON
DOCKETS**

Dockets at Alton are scheduled to resume March 2, 2021. Because COVID-19 continues to be a very real threat and will remain so for the foreseeable future, the Court amends and republishes its prior Order entered May 20, 2020. The Court refers readers to **Amended General Order Applicable to the DUI Dockets with Some Provisions Applicable to All Courtroom 103 Dockets and Alton Dockets** for additional relevant information which has application to Alton. The following provisions will be adhered to on the Alton docket in order to minimize the spread of the COVID virus:

1. Face masks entirely covering the nose and mouth shall be worn at all times within the courtroom. No one shall be admitted into the courtroom without a mask.
2. Anyone removing a mask while in the courtroom will be instructed to leave.
3. Only clerks are permitted in the Deputy Clerk's area. File-stamped copies of documents shall be disbursed at lobby window or emailed.
4. No one shall be admitted to chambers without the Judge's permission.
5. Prior to entering the Courtroom, Attorneys shall check-in with the Deputy Clerk at the lobby window.
6. Attorneys shall not form a line, as in the past, to speak with the ASA. Attorneys shall be called by the ASA in order of check-in.
7. Attorneys shall not congregate around the bench or counsel tables. To the extent possible, attorneys shall sit at designated places marked with blue tape on the courtroom benches while waiting to speak with the

ASA. If designated places are not available, Attorneys shall maintain a distance of six feet from each other and from everyone else.

8. No motions shall be heard without the Court's approval prior to the docket.
9. Attorneys shall not be permitted to use courtroom computers.
10. Attorneys shall negotiate in good faith with prosecutors prior to the docket. Lengthy negotiations at the docket are discouraged.
11. Attorneys must advise clients that only the client shall be admitted into the courtroom. Any person accompanying the client shall remain in their vehicle. There is no room in the Alton Police Department's lobby for non-litigants to sit or wait.
12. Docket calls will begin at 9:00am, 10:30am, 1:00pm and 2:30pm. Attorneys shall appear only at the call whereupon they have cases set. The number of litigants admitted into the Courtroom at any one time is limited to 24 persons. Litigants will be seated six feet apart from each other with only every other bench being occupied. Blue tape shall clearly mark designated seating.
13. Doors to the Courtroom will be closed thirty minutes after the call begins with Security turning away any late arrivals. Litigants arriving late shall advise the Deputy Clerk at the lobby window in order for an appropriate order to be entered.
14. Attorneys shall conduct their business expeditiously, have minimum interaction with others and leave the Courtroom as soon as possible.

PROVISIONS RELATING TO MUNICIPAL INSPECTORS AND ATTORNEYS

- A. Only one inspector shall be permitted in the Courtroom at a time. Inspectors shall continue to remain outside of Courtroom until called by their Attorney.

B. Inspectors and municipal attorneys are encouraged to negotiate with litigants prior to Court appearances. Lengthy in-courtroom negotiations/discussions are discouraged.

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DO NOT COME TO COURT IF YOU ARE AWAITING RESULTS FROM A COVID-19 TEST.

DO NOT COME TO COURT IF YOU HAVE BEEN DIRECTED TO QUARANTINE OR ISOLATE AT HOME BY ANY HEALTHCARE PROVIDER OR A PUBLIC HEALTH OFFICIAL.

DO NOT COME TO COURT IF YOU RESIDE OR HAVE REGULAR CLOSE CONTACT WITH A PERSON CURRENTLY SUBJECT TO QUARANTINE OR ISOLATION PURSUANT TO THE DIRECTION OF ANY HEALTHCARE PROVIDER OR PUBLIC OFFICIAL.

The Court appreciates the continuing cooperation from members of the Bar to ensure that the courtroom remains as safe as possible during the current public health emergency. This Order is subject to revision, extension or vacation at any time by the undersigned or the Chief Judge. All previous Orders not superseded by any provision of this Order remain in full force and effect.

IT IS SO ORDERED.

Enter: 11 February 2021

Philip B. Alfeld

JUDGE

Ron Slemmer

JUDGE