

IN THE CIRCUIT COURT OF THE 5<sup>TH</sup> JUDICIAL CIRCUIT  
CHARLESTON, COLES COUNTY, ILLINOIS

ADMINISTRATIVE ORDER 2020 - 10

**Coles County Courthouse Procedures during COVID-19**

**FILED**  
APR - 1 2020  
Melissa Hurst  
Circuit Clerk COLES COUNTY, ILLINOIS

In conjunction with prior orders and guidelines issued by Governor Pritzker and The Illinois Supreme Court, the Coles County Court of the 5th Judicial Circuit will continue to be operating but at a reduced capacity, performing only essential functions in the month of April, 2020, and continuing until further order of the Court. The Coles County Courts will take all reasonable measures to minimize personal contact to prevent the spread of the COVID-19 coronavirus. While keeping the courts operational and available to the community, all proceedings must be consistent with public health as well as any further policy directives from federal, state and local public health advisories.

Until further notice, the following Coles County cases and court proceedings scheduled in the month of April, 2020, are **postponed unless otherwise noted herein or approved by the judge presiding on said case:**

- All Jury Trials \*
  - Misdemeanor cases (CM)
  - Small Claims (SC)
  - Child Support (CS)
  - Juvenile cases (except as outlined below)
  - Marriages
  - Criminal Felony (CF): Except for preliminary hearings and bond hearings, all hearings docketed for felony cases through April 30, 2020, are vacated. The hearings scheduled on the bi-weekly call of felony cases (Monday/Thursday) are rescheduled as follows:
- Traffic and DUI cases (TR, DT)
  - Probate (P)
  - Family Court (F,D)
  - Law magistrate (LM, L)
  - Chancery (CH)
  - Ordinance Violations (OV)

April 9 to June 4

April 13 to June 8

April 16 to June 11

April 20 to June 15

April 23 to June 18

April 27 to June 22

April 30 to June 25

These cases are reset to the same time/hour as originally set.

Other felony hearings may be rescheduled through Court Administration or the judge presiding over said case. Emergency hearings may be conducted after the completion of the preliminary and bond hearings if approved by the judge presiding over cases.

- \*An Order of the Illinois Supreme Court was entered on March 20, 2020, allowing the Chief Judge of each circuit to continue all trials, including in-custody trials, for the next 60 days and until further order of the Illinois Supreme Court without the continuance being attributable to the State or the Defendant for purposes of Section 103-5 of the Code of Criminal Procedure of 1963 (725 ILCS 5/103-5); Therefore: all civil and criminal jury trials in Coles County are continued until further Order of the Illinois Supreme Court and the Fifth Judicial Circuit without this delay being attributed to the State or the Defendant.

Parties to the above pending cases who have current court dates set in the month of April, 2020 will be excused from appearing in Court. Attorneys in many civil cases may contact the Court for the purpose of conducting status hearings via telephone.

Each party litigant may receive an amended notice in the mail upon rescheduling. Litigants are directed to ensure that their mailing address is updated and current. Upon rescheduling, parties may check their new court dates by accessing [www.judici.com](http://www.judici.com) for Coles County, or, by contacting the Coles County Circuit Clerk's office by phone at (217) 348-0516. Parties in civil cases may reschedule their case(s) through the Circuit Clerk's office.

**Emergency or time sensitive matters** in the above category cases may be scheduled on a case-by-case basis at the discretion of the presiding judge of that case. Individuals shall contact Coles County Court Administration at (217) 348-0538 for purposes of scheduling emergency matters.

The following court proceedings **will be held** as scheduled, with appearances required for all litigants unless travel or health appearance excuses apply, or, the presiding judge of that case excuses a party's appearance (see below):

- All criminal matters with individuals in-custody including bond court and preliminary hearings. Bond court shall be conducted on the following days: Sunday at 8:30 am; Monday, Wednesday, Thursday and Friday at 1:00 pm. Preliminary and other bond hearings shall be conducted on Mondays and Thursdays at 1:00 pm. In the event of a planned waiver of a preliminary hearing, the defense attorney shall notify the state's attorney who shall excuse the testifying witness(es) from appearing.
- Felony and Misdemeanor Probation Progress hearings
- Juvenile temporary custody (shelter care)
- Juvenile detention hearings
- Juvenile Adjudicatory and Dispositional Hearings
- Petitions for Emergency Orders of Protection
- Hearings for Plenary Orders of Protection
- Emergency hearings on family matters (D and F cases) as scheduled by the Court
- Mental Health Hearings

**The court in its discretion may conduct any of these hearings via audio (phone) or audio-visual technology if available and practical, to include the taking of evidence and testimony.**

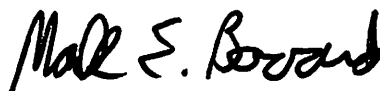
In conjunction with IDPH guidelines, **the following individuals should not enter the courthouse and their appearance in court will be excused if they:**

- Have been in any of the following countries with the last 21 days: China, South Korea, Italy, Japan, Iran, or
- Reside or have close contact with anyone who has been in one of those countries listed above within the last 21 days; or
- Have been directed to quarantine, isolate or self-monitor at home for the coronavirus by any medical provider; or
- Have been diagnosed with, or have had close contact with anyone diagnosed with, COVID-19; or
- Have flu-like symptoms including, fever, coughing, sneezing, or shortness of breath

If you are an attorney or litigant and you have a scheduled case or are otherwise required to appear at the courthouse in connection with a court case, but an appearance would be excused because of the health or travel restrictions that have been established, please contact Court Administration at (217) 348-0538 to seek a waiver. If you are unable to appear at a court hearing under these circumstances, and your hearing has not been postponed, you may call (217) 348-0538 to leave a message that will be reviewed and returned by court administrative staff as promptly as possible.

Parties may still file court documents electronically and in the Coles County Circuit Clerk's Office. In addition, parties can make payments on child support, court fines and costs at the Circuit Clerk's office, at the courthouse drop box or online.

ENTERED THIS 1<sup>st</sup> DAY OF APRIL, 2020



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Mark E. Bovard, Presiding Judge of Coles County