

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA
MISCELLANEOUS

IN RE:

**Administrative Order
No. 5 of 2018**

ACCESS TO COURT OFFICES

ORDER OF COURT

AND NOW, this 7th day of May, 2018, in order to ensure that the judicial business of this court remains unimpeded, and to promote open access to the courts and court related offices in furtherance of the interests of justice and business of the court, it is hereby Ordered:

1. All animals, including canines, are prohibited in the following locations except as otherwise set forth in paragraph 2 below:
 - a. judicial chambers, courtrooms, and ancillary hearing or meeting rooms of the Court of Common Pleas or any Magisterial District Judge;
 - b. all offices assigned to Court Administration of the Fifty-First Judicial District;
 - c. the Adams County Domestic Relations Office;
 - d. the Adams County Department of Probation Services Office;
 - e. the Department of Operational Services Office;
 - f. the Adams County Clerk of Courts Office;
 - g. the Adams County Prothonotary's Office;
 - h. the Adams County Recorder of Deeds Office; and
 - i. public hallways accessing any of these offices. For purposes of this Order, those public areas are defined as the main hallways of the first, second, third, and fourth floors of the Adams County Courthouse; the first and second floors of the Adams County Historic Courthouse; the hallways of the Adams County Human Services Building; and all stairwells or elevators between those floors at any of the identified locations.

This prohibition shall apply beginning 30 minutes prior to and ending 30 minutes subsequent to the respective building being open for public access.

2. The following are excepted from the prohibition set forth in paragraph 1 above:
 - a. Service dogs for the physically and emotionally disabled provided such animals are maintained on a lead such as a leash or other restraint at all times in such locations;
 - b. therapy dogs approved by the President Judge provided such animals are maintained on a lead such as a leash or other restraint at all times in such locations;
 - c. certified law enforcement canines while actively involved in an emergency response;
 - d. certified law enforcement canines in public hallways, elevators, and stairwells in non-emergency situations provided such animals are maintained on a lead such as a leash or other restraint at all times in such locations;
 - e. certified law enforcement canines may be present during non-emergency situations in the offices of the Adams County Clerk of Courts, the Adams County Prothonotary, and the Adams County Recorder of Deeds provided the law enforcement officer has the express permission of the respective elected official and the animal's presence in the office does not disrupt the demeanor of the office, performance efficiency, or public access to the office. Any canine permitted at an identified location pursuant to this exception shall be maintained on a lead such as a leash or other restraint at all times in such locations; and
 - f. law enforcement animals in non-emergency settings for purposes of providing security when given the prior express approval of the President Judge.
3. The Adams County Security Department shall alert all persons bringing an animal into the Adams County Courthouse or the Human Services Building of the contents of this Order prior to their admission.
4. This Order is enforceable by the Court's powers of contempt.
5. This Order is effective immediately upon filing of the same.

BY THE COURT:

MICHAEL A. GEORGE
President Judge

Board of Judges
Magisterial District Judges
Brian Sinnett, District Attorney
Adams County Commissioners
Donald Fennimore, District Court Administrator
Kelly Lawver, Clerk of Courts
Beverly Boyd, Prothonotary
Kelly Carothers, Director of Domestic Relations
Laura Rowland, Director of Department of Probation Services
Neil Burkholder, Director of Department of Operational Services
James Muller, Sheriff
Michael Baltzley, Director of Security
jvs