IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

Administrative Order

Number 1 of 2024

In Re: COURT ACCOUNTS

ORDER OF COURT

AND NOW, this 3rd day of January, 2024, in order to clearly identify and consolidate into a single document the extent and purpose of accounts under the authority of the Court, IT IS HEREBY ORDERED that the following accounts shall be created through the Adams County Treasurer's Office subject to auditing and accounting procedures recommended by the Adams County Controller's Office and, where applicable by law, subject to auditing by the Pennsylvania Office of the Auditor General, with the sole signatories to the accounts being the President Judge for the 51st Judicial District or the District Court Administrator for the 51st Judicial District and the Adams County Treasurer or designee:

I. County Supervision Fee Restricted Receipts Account:

The County Supervision Fee Restricted Receipts Account is established under the authority of House Bill 2464 of 2021, which was signed into law by the Governor of Pennsylvania on July 11, 2022. Previously, 18 P.S. § 11.1102(c) required that 50% of supervision fees collected be deposited in the State Offender Supervision Fund, to be sent to the Commonwealth. The referenced legislation eliminates this requirement. Therefore, 100% of the supervision fees collected pursuant to this legislation shall be deposited into said account upon the effective date of this Order. The fund shall be designated C5 by the Adams County Treasurer's Office As no other fees shall be deposited into this account, no additional control number is needed to be assigned to this account. The funds in this account shall be used to supplement administrative and operational expenses of the Adams County Department of Probation Services.

II. Court Administrative Fund (formally the Court Offender Supervision Fund):

The Court Offender Supervision Fund was previously established under the authority set forth in 18

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P.S. § 11.1102(c), along with other fees identified in this Order. With the passage of House Bill 1300 of 2023, which was signed into law by the Governor of Pennsylvania on December 13, 2023, the legislature has resolved an issue of offender supervision fees being collected and disbursed in two different manners. All offender supervision fees, regardless of when they were assessed, are to be deposited in the aforementioned County Supervision Fee Restricted Receipts Account and not the Court Offender Supervision Fund. However, the underlying account will continue to exist for the collection of certain fees not controlled by 18 P.S. § 11.1102(c) and as described herein. In order to avoid future confusion, the account shall be renamed the Court Administrative Fund. The fund shall be designated C1-___ by the Adams County Treasurer's Office and shall consist of the following control numbers:

A. C1-02 - The transfer fee imposed by paragraph II of Administrative Order No. 8 of 2022 and DUI transfer fee imposed by paragraph 4(b) of Administrative Order No. 31 of 2013;

B. C1-03 - The Youthful Offenders Alcohol-Education Program fee (Administrative Order No. 14 of 2022);

C. C1-04 - Juvenile supervision fee (Administrative Order No. 36 of 2013); and

D. C1-05 - Funds paid by a juvenile offender after a summary offense has been certified to the Court pursuant to the provisions of 42 Pa. C.S.A. § 6304.1(b).

III. Court Offender Treatment Fund:

The Court Offender Treatment Fund is established for purposes of enhancing and providing supplemental funding for community service, treatment, and rehabilitative programs and to assist the indigent in obtaining treatment services. The fund shall be designated C2-___ by the Adams County Treasurer's Office and shall consist of the following control numbers:

A. C2-01 - Receipts from offender treatment fees paid in lieu of public service pursuant to previously active Administrative Order No. 32 of 2013; and

B. C2-02 – Offender treatment fees imposed for participation in the Addiction Diversionary Program established by Administrative Order No. 29 of 2013 and the DUI Education Program

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established by Administrative Order No. 31 of 2013.

IV. Juvenile Restitution Account:

The Juvenile Restitution Account shall be utilized for purposes of paying restitution to victims of juvenile crime and to support programming aimed at enhancing restitution payment and community service by juvenile offenders. The account shall be administered and distributed in accordance with written guidelines adopted by the President Judge, from time to time, and shall be designated C4-___ by the Adams County Treasurer's Office and shall consist of the following control numbers:

A. C4-01 - Funds received from the Pennsylvania Department of Transportation pursuant to an agreement with PennDOT for offenders to provide litter collection services to PennDOT; and

B. C4-02 - A $50 restitution fee (Administrative Order No. 36 of 2013).

In regard to the Court Administrative Fund (formally known as the Court Offender Supervision Fund), under prior administrative orders, offender supervision fees were previously collected and maintained in this account. By the end of January 2024, and accurate as of the date performed, the Court Administrator shall advise the Treasurer to transfer all court supervision fees currently maintained in said account to the County Supervision Fee Restricted Receipts Account. This may be accomplished by online transfer or the Court Administrator may produce a check to the Treasurer for deposit into the County Supervision Fee Restricted Receipts Account. The amount to be transferred shall be determined by the Executive Director of the Department of Operational Services.

This Order shall become effective immediately. Administrative Order No. 20 of 2023 is hereby vacated.

BY THE COURT,

MICHAEL A. GEORGE

President Judge

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Board of Judges/Executive Assistants to the Board of Judges

Treasurer

Controller

Court Administration

Department of Operational Services

Adams County Commissioners

Clerk of Courts Office

Department of Probation Services

Office of the District Attorney

Office of the Public Defender

Law Library

Adams County Bar Association

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