

IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

In Re: Prior Administrative Orders

**Administrative Order
No. 58 of 2013**

ORDER OF COURT

AND NOW, this 17th day of July, 2013, in order to organize existing Administrative Orders while also rescinding those which are moot, expired, or no longer relevant, IT IS HEREBY ORDERED that all Administrative Orders issued prior to the date of this Order are vacated and rescinded with the exception of those identified below which shall remain in full force and effect:

MC-47-87 (related to Law Enforcement Fund)
No. 4 of 95 (related to Facilities and Property Security Board)
No. 13 of 96 (related to Courthouse Security)
No. 24 of 97 (related to Gagnon Master Appointment)
No. 6 of 02 (related to Domestic Relations Administrative Judge)
No. 39 of 02 (related to Work Release)
No. 10 of 03 (related to Designation for 4-D Fund Transfers)
No. 14 of 03 (related to Conditions of Probation, Parole, IPP)
No. 18 of 03 (related to Domestic Relations Fund Transfers)
No. 22 of 04 (related to DUI Assessments)
No. 35 of 04 (related to Payment Plan)
No. 7 of 05 (related to Bail Collection)
No. 19A of 05 (related to Mental Health Review Officer)
No. 5 of 06 (related to Salary Board Designee for Security Board)
No. 1 of 07 (related to Juvenile Counsel/Guardian Ad Litem)
No. 27 of 07 (related to Criminal Justice Advisory Board)
No. 28 of 07 (related to Criminal Justice Advisory Board)
No. 33 of 07 (related to Transfer to Work Release Building)
No. 35 of 07 (related to Safety Committee)
No. 4 of 08 (related to Addiction Diversionary Program)
No. 34 of 08 (related to Right to Know Officer)
No. 42 of 08 (related to Sexual Offender Assessment Liaison)
No. 45 of 08 (related to Video Conferencing Policy and Fees)
No. 46 of 08 (related to Vision and Mission Statement)
No. 5 of 09 (related to Prothonotary Fees)
No. 8 of 09 (related to Expunged Files)
No. 13 of 09 (related to Prothonotary Fees)
No. 15 of 09 (related to Booking Center Fees)
No. 26 of 09 (related to Pre-Sentence Investigations)
No. 44 of 09 (related to Central Court)
No. 54 of 09 (related to Magisterial District Court Payment Plans)

No. 58 of 09 (related to Adoption Numbers)
No. 59 of 09 (related to Clerk of Courts Fees)
No. 5 of 10 (related to Civil Trial Exhibits)
No. 7 of 10 (related to Receipt of Foster Parent Reports)
No. 11 of 10 (related to Local Policy Board)
No. 12 of 10 (related to Central Court Procedure)
No. 20 of 10 (related to DUI Education Program)
No. 22 of 10 (related to Security Board Representative)
No. 36 of 10 (related to Register of Wills Fees)
No. 51 of 10 (related to Re-Entry Fees)
No. 57 of 10 (related to Jury Commissioner)
No. 12 of 11 (related to Act 181 of 1990)
No. 16 of 11 (related to Law Library Committee)
No. 20 of 11 (related to Adoption Searches)
No. 22 of 11 (related to Probation Services Oath of Office)
No. 33 of 11 (related to Marriage License Exam Via Video)
No. 39 of 11 (related to Court's Hiring Team)
No. 43 of 11 (related to Orphans' Court Fees)
No. 48 of 11 (related to Destruction of Files)
No. 55 of 11 (related to Magisterial District Court Administrative Judge)
No. 56 of 11 (related to Expungements)
No. 57 of 11 (related to Entry of Judgment)
No. 59 of 11 (related to Probation Services Administrative Judge)
No. 1 of 12 (related to Prison Board Designee)
No. 9 of 12 (related to Reimbursement to Victims Compensation Board)
No. 10 of 12 (related to Overpayment of Accounts)
No. 15 of 12 (related to Local Rules Committees)
No. 19 of 12 (related to Compensation of Board of View)
No. 33 of 12 (related to Orientation Team)
No. 35 of 12 (related to 2013 Court Calendar)
No. 36 of 12 (related to Assignment of District Judges)
No. 41 of 12 (related to Personnel Rules Manual)
No. 47 of 12 (related to Compensation of Arbitration Board)
No. 54 of 12 (related to Calendar Changes)
No. 2 of 13 (related to Calendar Changes)
No. 3 of 13 (related to Calendar Changes)
No. 4 of 13 (related to Amendments to Local Rules)
No. 5 of 13 (related to Inspection of Juvenile Records)
No. 7 of 13 (related to DUI Coordinators)
No. 8 of 13 (related to Court's Hiring Team)
No. 9 of 13 (related to Calendar Changes)
No. 14 of 13 (related to Calendar Changes)
No. 18 of 13 (related to Court's Hiring Team Appointment)
No. 19 of 13 (related to Magisterial District Court Warrants)
No. 26 of 13 (related to Board of View Appointments)
No. 27 of 13 (related to Victim Impact Panel)
No. 28 of 13 (related to Bonds of Magisterial District Judges)
No. 29 of 13 (related to Addiction Diversionary Program)

- No. 30 of 13 (related to Accelerated Disposition Program)
- No. 31 of 13 (related to DUI Education Program)
- No. 32 of 13 (related to Community Service Program)
- No. 33 of 13 (related to Youthful Offenders Program)
- No. 34 of 13 (related to Offender Supervision Fee)
- No. 35 of 13 (related to Criminal Fees)
- No. 36 of 13 (related to Juvenile Court Fees)
- No. 37 of 13 (related to Court Accounts)
- No. 38 of 13 (related to Court Appointed Counsel Fees)
- No. 39 of 13 (related to Domestic Relations Court)
- No. 40 of 13 (related to PFA Procedures)
- No. 41 of 13 (related to Domestic Relations Office)
- No. 42 of 13 (related to Court Security Committee)
- No. 43 of 13 (related to Calendar Changes)
- No. 44 of 13 (related to Register of Wills Office)
- No. 45 of 13 (related to Calendar Changes)
- No. 46 of 13 (related to 2014 Holidays)
- No. 47 of 13 (related to Department of Probation Services)
- No. 48 of 13 (related to Adoption Court)
- No. 49 of 13 (related to Calendar Changes)
- No. 50 of 13 (related to Calendar Changes)
- No. 51 of 13 (related to Children & Youth Services)
- No. 52 of 13 (related to Employee Manual)
- No. 54 of 13 (related to Destruction of DPS Items)
- No. 55 of 13 (related to Court Exhibits)
- No. 56 of 13 (related to Magisterial District Judges/Constable Manual)
- No. 57 of 13 (related to Courthouse Closure)

IT IS FURTHER ORDERED that the Court Administrator develop an index identifying current Administrative Orders by topic and make the same electronically available to all Court Offices, the Clerk of Courts Office, the Prothonotary's Office, the Recorder of Deeds, the District Attorney's Office, the Public Defender's Office, and the Adams County Bar Association. Additionally, the Court Administrator shall work with County officials in order to make the index, and active Administrative Orders, available to the public through the County website. The Court Administrator is further directed to maintain a separate index of all Administrative Orders issued, regardless of whether the Orders have been rescinded or vacated, in order to permit a historical perspective of the Court. The historical index shall be available to judicial staff only. The Court Administrator shall further develop protocol to keep current the

index of active Administrative Orders which shall include a means to promptly purge outdated or rescinded Administrative Orders.

This Order is effective immediately.

BY THE COURT:

MICHAEL A. GEORGE
President Judge

JOHN D. KUHN
Judge

ROBERT G. BIGHAM
Judge

THOMAS R. CAMPBELL
Judge

Board of Judges
Don Fennimore, District Court Administrator
Kelly Lawver, Clerk of Courts
Beverly Boyd, Prothonotary
jvs