

IN THE CIRCUIT COURT OF CLAY COUNTY, MISSOURI  
SEVENTH JUDICIAL CIRCUIT  
MUNICIPAL DIVISION- THE CITY OF PLEASANT VALLEY  
6502 Royal Street  
Pleasant Valley, Missouri  
64068

SARAH MAY  
EVERHART  
COURT  
ADMINISTRATOR

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**Emergency Order in Response to the Coronavirus**

**March 16, 2020**

**WHEREAS**, Until further notice, it is the Order of the Court to abide by the following rules that have been put in place by the Judge of the Pleasant Valley Municipal Division and by the Supreme Court of Missouri Order dated March 16, 2020 and any further orders produced by the Clay county Presiding Judge in regards to the COVID-19 Pandemic; and

**WHEREAS**, the Municipal Division of Pleasant Valley suspends ALL in-person proceedings. The suspension will last from Tuesday, March 17, 2020, through Friday, April 3, 2020, and may be extended by order of the Supreme Court as circumstances may warrant.

All Judges and Court Clerks are encouraged to utilize all available technologies including e-mail, teleconferencing, and video conferencing- to further limit in-person courtroom appearances; and

**WHEREAS**, it has been deemed necessary to close the Courthouse during the suspension period, the Court has developed procedures for ensuring the Court remains accessible by telephone and e-mail to the extent possible during regular business hours. The Supreme Court of Missouri, the Presiding Judge of Clay County, the local media have all been notified in writing per procedural guidelines, as well as been posted on our website, doors and entry ways; and

**WHEREAS**, it is imperative to take steps to protect the health and safety of all employees of the Municipal Division of Pleasant Valley, all Judicial officers, all attorneys and parties who have Court hearings or other business in the Municipal Division while balancing the rights of all said individuals and parties to litigation; and

**WHEREAS**, it is appropriate and necessary to take quick action to reduce the possibility of exposure to COVID-19 and reduce the spread of COVID-19; and

**WHEREAS**, the unprecedented circumstances existing at this time warrant this administrative action; and

**WHEREAS**, the Court desires to employ all reasonable and prudent measures to help protect the general public, litigants, lawyers, and employees from the spread of COVID-19 creating this emergency;

**WHEREAS**, The Court Administrator or her designees are given authorization to grant immediate continuances for thirty (30) days to those the Clerk or Officers deem to appear in medical distress. Those showing any symptoms deemed as flu like symptoms are NOT to enter the Courtroom.

**WHEREAS**, Attorneys are to utilize amendments via email until further notice. Please contact the Court Administrator for more information on how this can be done.  
[Severhart@pleasantvalleymo.org](mailto:Severhart@pleasantvalleymo.org).

This order is intended to be interpreted for protection of the public from the risks associated with COVID-19.

Day – to – Day

*Michael J. Svetlic*

Michael J. Svetlic (Mar 17, 2020)

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MICHAEL J. SVETLIC

Municipal Judge