



JUDGE MICHAEL A. BONFIGLIO  
Sylvania Municipal Court

6700 Monroe St.  
Sylvania, Ohio 43560  
Phone: (419) 885-8975  
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**FOR IMMEDIATE RELEASE**

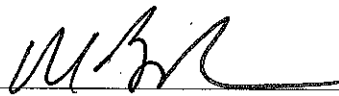
Scheduling Order  
Sylvania Municipal Court  
20-COVID-03

Due to ongoing Coronavirus Pandemic concerns, and in an effort to reduce in-person court appearances and protect the safety of court personnel, attorneys and the citizens who utilize the court, effective July 15, 2020, the Sylvania Municipal Court will be enacting the following operational measures for newly filed cases:

- In all cases in which counsel has been retained, except OVI's that have not been arraigned in court, crimes of violence, and felonies, the initial pre-trial will be conducted with the Prosecutor **via telephone**. These initial telephone pre-trials will be scheduled by the Assignment Commissioner within thirty (30) days of arraignment. Requests for an initial in-person pre-trial, rather than a phone pre-trial, must be made by written motion and are subject to the approval of the Judge or Magistrate.
- All matters scheduled prior to July 15, 2020, are to proceed in-person, but may be converted to phone pre-trials if requested by written motion and granted by the court.
- All final dispositions must be done on the record, in court, with parties present. The presence of the defendant, only, may be waived if requested by written motion and granted by the court.
- A trial to the court pre-trial (TPT) will be scheduled two (2) weeks prior to the trial to the court date. All preliminary trial matters will be addressed at the TPT.
- All trials to the court will now be scheduled for a firm trial date and time. All parties will be expected to be prepared to proceed to trial on the scheduled date. Trials will be scheduled only on Monday afternoons and Thursday mornings and afternoons.
- Barring an emergency circumstance, no continuance of the trial to the court date will be permitted.

**THIS ORDER IS EFFECTIVE JULY 15, 2020.**

Date: 7/10/2020

  
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Michael A. Bonfiglio, Judge  
Sylvania Municipal Court



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