

**Magistrate Judges****Chief Magistrate**  
Melinda Anderson**Associate Magistrates**Angela C. Rogers  
Jimmie R. Bomar  
Gerald Morris  
Joelyn Pirkle**Staff****Deputy Clerks**Miranda Cole  
Wanda Griffin  
Lydia Moran  
Casey Brady  
Kim Sachau**LIBERTY COUNTY MAGISTRATE COURT**

201 South Main Street, Justice Center Bldg., Suite 2100

Magistrate Court Courtroom

Hinesville, Georgia 31313

(912) 368-2063

**MEMORANDUM****TO:** All litigants, attorneys and members of the public  
**FROM:** Chief Magistrate Judge Melinda Anderson, Liberty County  
**DATE:** May 21, 2020

In accordance with the Chief Justice's SECOND ORDER EXTENDING DECLARATION OF STATEWIDE JUDICIAL EMERGENCY, the Magistrate Court will handle matters to the extent feasible and consistent with this Declaration, public health guidance and the United States and Georgia constitutions and applicable statutes and court rules, including the public's right of access to judicial proceedings and a criminal defendant's right to confrontation and open courtrooms. These procedures shall remain in effect while the Judicial Emergency is in place or until further Order of the Chief Magistrate of Liberty County, Georgia.

Updated court information is posted on the Liberty County Magistrate Court webpage at [www.libertycountyga.com/department/?structureid=55](http://www.libertycountyga.com/department/?structureid=55)

**GENERAL SAFETY GUIDELINES FOR MAGISTRATE COURT IN LIBERTY COUNTY**

You will have to comply with all safety measures in place by Courthouse security to enter the courthouse.

You will have to comply with all safety measures in place by the Liberty County Magistrate Office to enter the courtroom/office. The safety measures for Liberty County Magistrate's Office include:

- The Magistrate Court will remain open for the public, but they are encouraged to stay home. Only parties, attorneys and necessary witnesses should appear.
- Please leave all non-essential people at home. Avoid bringing children or family members, especially the elderly, to court.
- No one should come to court if they are not feeling well or have a temperature of 100 or higher. Contact the Magistrate Court to be excused and to have your case rescheduled. Your temperature will be checked before entering the courtroom/office. Anyone with a temperature of 100 or higher will not enter.

- Before you come to the Magistrate Court/Justice Center please answer the four questions below. If your answer to any of the four questions is **YES**, then you should not come to the Court/Justice Center. Instead, contact the Magistrate Court to be excused and to have your case rescheduled.
  - 1) Have you had a recent onset of coughing?
  - 2) Have you had any recent difficulty breathing?
  - 3) Have you been around anyone who has been outside of the country in the last 14 days?
  - 4) Have you been around anyone who has been diagnosed with or is under investigation for potential COVID-19 infection?
- Prior to entering the Magistrate Court/Justice Center, you should answer the above questions again, and if your answer to any of the above questions is **YES**, then contact the Magistrate Court Office to be excused and to have your case rescheduled.
- **Mask or face covering required.** Everyone coming to the Magistrate Court shall have a mask or face covering on to enter the Magistrate Court. The mask or face covering shall remain on while in the Magistrate Court, unless you are given permission to remove the mask or face covering by the judge or other court staff member.
- The **social distancing rules are in effect in and around the Magistrate Court.** Everyone shall maintain at least 6 (six) feet distance from anyone else.
- Courtrooms: There are limits on the number of people who may safely enter a courtroom to comply with the social distancing requirements. If you anticipate your case will require more people in attendance at your hearing than can safely fit into the courtroom, and then notify the Magistrate's Office sufficiently in advance of the hearing so that accommodations can be made for overflow.
- In the courtroom, observers may sit in the gallery on the marked "X" only. No one may approach the bench without the permission of the judge or the clerk. People are encouraged to remain outside the courtroom until their case is called. Witnesses are encouraged to remain outside the courtroom until they are called.
- You must use hand sanitizer before entering the courtroom/office.

As long as there is a Judicial Emergency, **the following will occur in Liberty County Magistrate Court:**

1. General Civil – General Civil Calendars are cancelled during the Judicial Emergency that was scheduled prior to the Judicial Emergency. Hearings shall be done at the discretion of the Judge. For all hearings, there shall be strict compliance with public health guidance and social distancing requirements outlined above.
2. Criminal Calendar – Through the remainder of May – Criminal calendars that were scheduled prior to the Judicial Emergency are cancelled during the Judicial Emergency. Judges shall continue to hear:
  - Arrest Warrants – Law Enforcement and Family Violence
  - Search Warrants
  - Initial Appearances / Bond Hearings
  - Extradition Hearings

On June 8, 2020, the Magistrate Court will begin to increase the in-court schedule. Contact the Magistrate Court for criminal and civil court dates after June 8, 2020.

As always, be sure to bring all evidence you have for your case, such as; receipts, correspondence, pictures, or any witnesses.

These guidelines are subject to change as new information is discovered or we become aware of any problems.