

THE COURTS

Title 255—LOCAL COURT RULES

LEHIGH COUNTY

Amended Rule of Civil Procedure; No. 2022-J-0165

Administrative Order

And Now, this 21st day of November, 2022;

It Is Ordered that the following Lehigh County Rule of Civil Procedure 1303(b) is hereby *Adopted*, effective thirty (30) days after publication in the *Pennsylvania Bulletin*;

It Is Further Ordered that the Court Administrator of Lehigh County shall:

1. File one (1) copy of the Order and the Amended Lehigh County Rule of Civil Procedure 1303(b) with the Administrative Office of Pennsylvania Courts;

2. File two (2) copies, and other copies that comply with the requirement of 1 Pa. Code Section 13.11(b) as necessary, with the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*;

3. File one (1) copy with the Lehigh County Clerk of Judicial Records—Civil Division for public inspection and copying;

4. Publish a copy of the amended local rule on the court's website; and

5. Compile the amended local rule within the complete set of local rules no later than thirty (30) days following publication in the *Pennsylvania Bulletin*.

By the Court

J. BRIAN JOHNSON,
President Judge

Amended Lehigh County Rule of Civil Procedure 1303(b).

(b) The Clerk of Judicial Records—Civil Division shall notify all attorneys of record of the date, time and place of the hearing by email addressed to the attorneys' email address of record. If a party is not represented by counsel of record, that party shall be given notice by email addressed to the party's email address of record. The Clerk of Judicial Records—Civil Division shall file of record proof of such notice.

Notice shall be given to the parties or their attorneys of record at least thirty (30) days prior to the scheduled arbitration. The Court Administrator shall, by email addressed to the email address on file with the Court Administrator, notify all arbitrators assigned to an arbitration panel of the dates on which the arbitration panel is assigned to hear arbitration cases and the location of the arbitration hearings. In addition, prior to the scheduled arbitration date, the Court Administrator shall, by said email, send all of the arbitrators assigned to the arbitration panel a list containing the names of the cases to be heard, the names of the parties and the names of all counsel for the parties. In the event any of the arbitrators believes that he/she has a conflict of interest in connection with hearing any particular case, the arbitrator shall immediately notify the Court Administrator in writing that the arbitrator believes there is a conflict of interest and the reasons therefore, with a copy to all counsel or unrepresented parties involved in the particular case.

[Pa.B. Doc. No. 22-1968. Filed for public inspection December 23, 2022, 9:00 a.m.]

Title 255—LOCAL COURT RULES

LEHIGH COUNTY

Clerk of Judicial Records—Civil Division Petition for Increased Fee Schedule; Case No. 2022-J-0176

Order

And Now, this 7th day of December, 2022, upon consideration of the following Petition For Increased Fee Schedule submitted by the Lehigh County Clerk of Judicial Records ("Petition"), and in accordance with the Prothonotary Fee Law, Act 164 of 1998;

It Is Ordered that:

1. The Petition is granted and the Lehigh County Clerk of Judicial Records—Civil Division Fee Schedule, following the Petition as Exhibit "D," is hereby approved and adopted, effective January 1, 2023;

2. The Court Administrator of Lehigh County shall:

a. File one (1) certified copy of this Order with the Administrative Office of Pennsylvania Courts;

b. File two (2) certified copies and one disk copy of this Order with the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*;

c. File one (1) certified copy of this Order with the Pennsylvania Civil Procedural Rules Committee;

d. File one (1) certified copy of this Order with the Clerk of Judicial Records Civil Division of the Court of Common Pleas of Lehigh County; and

e. Forward one (1) copy of this Order for publication in the *Lehigh County Law Journal*.

By the Court

J. BRIAN JOHNSON,
President Judge

THE COURTS

7917

Andrea E. Naugle, Clerk of Courts
 Lehigh County of Courts—Civil Division
 FEE SCHEDULE—EFFECTIVE JANUARY 1, 2023

APPEALS	
Appellate Court (Plus check made payable to Superior or Commonwealth Court—\$90.25)	\$87.75
Magisterial District Judge	\$182.00
Arbitration (Plus compensation as authorized)	\$750.00
CERTIFICATION	
General Certification	\$6.25
Entire Record to another Cty	\$22.25
Exemplification of Signature	\$22.25
COMMENCEMENT OF ACTION	
Action at Law	\$182.25
Miscellaneous Civil Filing	\$82.00
Custody Actions	\$211.75
Divorce—no fault (Plus additional counts)	\$267.75
Additional Divorce Counts (Alimony, Alimony pendent lite, counsel fees & costs, Equitable Distribution, Support, etc.)	\$74.75
Custody & Visitation	\$84.25
Praeipce to Transmit Record	\$34.75
Appointment of Master (Alimony, Equitable Dist., Annulment)	\$500.00
Appointment of Master (Interim Relief, counsel fees & costs, Modification of Post-Divorce Alimony)	\$29.50
Notice to Retake Maiden Name	\$19.25
Praeipce to Reinstate or Reissue	\$23.25
MOTION/PETITION	
Civil/Family Court Motion/Petition	\$29.50
JUDGMENTS	
Any action or proceeding to open or Strike a judgment	\$161.00
Proceedings on any lien other than Revival (mechanic's lien complaint)	\$120.75
Confession, Certification of Judgment, Domestic Relations, Liens	\$82.00
Magisterial District Judge Transcript	\$82.00
Exemplification/Foreign Judgment (Incoming Exemplified Records)	\$82.00
Exemplification of Judgment (Outgoing Exemplified Records)	\$22.25
Default, Non-Pros, Lis Pendens, Verdict, Award, Court Order, Agreement, Final Decree	\$20.25
Release, Reassess, Subordination, Withdrawal of Judgment	\$11.00
236 Notice E-Filed (Per mailing address of each debtor)	\$5.25
LETTER OF ATTORNEY	
Recording/Revoking (each name)	\$11.00
NOTARY PUBLIC	
Notarizing Fee	\$6.00
Notary Certificate and Signature Registration	\$4.00
POLITICAL SUBDIVISION	
Action at Law or Equity & Liens w/ Satisfaction fee (Federal, Mechanic, Municipal, State, and Unemployment)	\$71.15
Magisterial District Judge Appeal & Transcript	\$70.75

Execution, Judgment, Correction Notice, Refile Notice, Suggestion of Non Payment (Fed, State, Unemployment)	\$10.00
Satisfaction not pre-paid	\$10.40
PROTECTION FROM ABUSE	
PFA filing	\$211.25
PSP registry	\$100.00
Petition for weapons return & Petition For reconsideration (filed by dft)	\$29.50
PFA Contempt or Bench Warrant	\$22.25
WRITS	
Attachment Execution	\$34.25
Adverse/Execution, Writs (seizure, possession, habeas)	\$34.00
Bench Warrant	\$21.75
MISCELLANEOUS FEES	
Lien Search (name change)	\$22.25
Subpoena (to attend & testify, to produce docs)	\$4.00
Assignments/Substitution of Party, Acknowledgment of Deeds, School Audit, Satisfactions (not prepaid)	\$11.00
Amicable/Agreement/Averment, Suggestion of non payment, continuing Any lien not reduced to a judgment	\$20.25
Surety Financial Statement	\$20.50
Building Agreements/Stipulations	\$22.25
Removal/Transfer & Detailed Case Type reports	\$26.50
Copies	
Photocopy per page	\$.25
Docket printout	\$3.50
Photocopy by clerk per page	\$1.00
Microfilm copies	\$1.00
Transcript copies (paper per page)	\$.75
Transcript copies (e-mail per page)	\$.50

POUNDAGE—4.5% on 1st \$1,000; 1.5% on each additional \$1,000 or fraction thereof.

CONVERSION FEE—\$1.00/page fee will be charged for all documents not submitted electronically.

NO PERSONAL CHECKS WILL BE ACCEPTED—A \$20.00 service charge will be assessed for all checks returned for insufficient funds.

[Pa.B. Doc. No. 22-1969. Filed for public inspection December 23, 2022, 9:00 a.m.]

Title 255—LOCAL COURT RULES

LEHIGH COUNTY

Clerk of Judicial Records Criminal Division Petition For Increased Fee Schedule; Case No. AD-14-2022

Order

And Now, this 7th day of December, 2022, upon consideration of the following Petition For Increase of Fees submitted by Lehigh County Clerk of Judicial Records, and in accordance with the Criminal Fee Law, Act 36 of 2000;

It Is Ordered that:

1. The Petition is granted and the Lehigh County Clerk of Judicial Records—Criminal Division Fee Schedule, following the Petition as Exhibit “D,” is hereby approved and adopted, effective January 1, 2023;
2. The Court Administrator of Lehigh County shall:
 - a. File one (1) certified copy of this Order with the Administrative Office of Pennsylvania Courts;

b. File two (2) certified copies and one disk copy of this Order with the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*;

c. File one (1) certified copy of this Order with the Pennsylvania Criminal Procedural Rules Committee;

d. File one (1) certified copy of this Order with the Clerk of Judicial Records Criminal Division of the Court of Common Pleas of Lehigh County; and

e. Forward one (1) copy of this Order for publication in the *Lehigh County Law Journal*.

By the Court

J. BRIAN JOHNSON,
President Judge

Andrea E. Naugle, Lehigh County Clerk
Lehigh County Clerk of Judicial Records—Criminal Division
2023 Fee Schedule

<i>Clerk's Fees:</i>	
Jury Trial	\$248.91
Non-Jury Trial or Guilty Plea	\$186.68
All Other Matters	\$23.50
Summary Hearing	\$31.00
Certification	\$12.25
Bail Processing Fee	\$25.00
Postage	\$6.25
<i>Filing Fees:</i>	
Appellate Court Appeals	\$69.75 (plus \$90.25 Appellate Court check)
Summary Appeal	\$67.25 (includes \$5.00 automation fee)
Expungement—Adult	\$258.50 (includes \$132.00 per Act 5 of 2016)
Expungement—Juvenile	\$114.25
Miscellaneous Matters/Reports	\$28.50 (includes \$5.00 automation fee)
Automation Fee	\$5.00
Bail—Insurance Company Registration	\$100 (\$100 renewals)
Bail—Bail Bond Agency Registration	\$500 (\$100 renewals)
Bail Piece	\$36.75
Bail Forfeiture—Any Forfeiture related Motion	\$195
Real Estate Bail Processing Fee	\$250 (plus appropriate county judgment fee)
<i>Private Detective:</i>	
Petition for License	\$82.50 (includes \$5.00 automation fee)
Individual License	\$100 yearly
Corporate License	\$150 yearly
Photo Identification Card	\$10.50
<i>Copies/Printouts at Clerk's convenience:</i>	
Photocopies	\$0.50 per page
Photocopies by mail (paper or electronic)	\$1 per page plus \$3.00 mailing service fee
Microfilm copies	\$1 per page
<i>Bail Refunds:</i>	
Cash Bail—A fee of 7¢ per dollar for the first \$1,000 and 2.32¢ per dollar for each additional \$1,000 or fraction thereof for the handling of money paid into court.	
Percentage Cash Bail—A fee of thirty (30%) percent of the money posted pursuant to local Court Rules.	

Effective January 1, 2023 pursuant to AD-14-2022

[Pa.B. Doc. No. 22-1970. Filed for public inspection December 23, 2022, 9:00 a.m.]

Title 255—LOCAL COURT RULES

LEHIGH COUNTY

Orphans' Court Rules; File No. AO 2022-0002

Administrative Order

Now, this 6th day of December, 2022 upon receipt of written notification from the Supreme Court Orphans' Court Rules Committee as required by Pa.R.J.A. 103(d);

It Is Ordered that the Local Rules of the Orphans' Court of Lehigh County annexed hereto, are adopted and promulgated herewith.

It Is Further Ordered that:

- A certified paper copy of said Local Rules of the Orphans' Court of Lehigh County shall be filed with the Administrative Office of Pennsylvania Courts; and,

- Two certified paper copies of Local Rules of the Orphans' Court of Lehigh County and a CD-ROM containing the text of Local Rules of the Orphans' Court of Lehigh County shall be distributed to the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*; and,

- A copy of Local Rules of the Orphans' Court of Lehigh County shall be published on the Unified Judicial System's website through the Pennsylvania Judiciary's Web Application Portal; and,

- A copy of Local Rules of the Orphans' Court of Lehigh County shall be kept continuously available in the office of the Clerk for public inspection and copying by any person.

It Is Further Ordered that the Local Rules of the Orphans' Court of Lehigh County shall become effective upon publication on the Pennsylvania Judiciary's Web Application Portal and 30 days after the date of publication in the *Pennsylvania Bulletin*.

By the Court

J. BRIAN JOHNSON,
President Judge

Rule 4.7-1. Electronic Filing of Legal Papers.

(a) *Authorization for Electronic Filing.*

1. Effective January 1, 2023, the Orphans' Court Division of the Court of Common Pleas of Lehigh County (hereafter, "the Court"), mandates the electronic filing of legal papers in all Orphans' Court cases, with the exception of Guardians' Inventories, pursuant to 20 Pa.C.S.A. §§ 5142 and 5541(b) and Guardians' Annual Reports pursuant to 20 Pa.C.S.A. § 5521(c)(i) and (ii), which may be filed in paper form with the Court, or filed through the AOPC's Guardianship Tracking System ("GTS"). All electronically filed legal papers shall be subject to all state and local Orphans' Court Rules in the same manner as those legal papers permitted to be filed in paper form.

2. Effective January 1, 2023, the Clerk of Judicial Records of Lehigh County—Register of Wills Division (hereafter, "Register of Wills"), mandates the electronic filing of legal papers regarding the grant of letters and inheritance tax returns, provided however that testamentary writings (Wills and Codicils) must also be filed in paper form. Original Wills and Codicils will be maintained by the Register of Wills for a minimum period of ten (10) years. All electronically filed legal papers shall be subject to all state and local Orphans' Court Rules in the same manner as those legal papers permitted to be filed in paper form.

3. *Format of Electronically Filed Legal Papers.*

1. All electronically filed legal papers shall be in Portable Document Format (hereafter, "PDF").

2. An administrative fee of \$1.00 per page will be charged to convert a legal paper and/or exhibit presented for filing from paper form to PDF. The paper copy shall be returned to the filing party for retention pursuant to Pa.R.O.C.P. 4.7(c)(3).

4. *Signature, Verification and Retention of Legal Paper.*

1. A legal paper filed electronically is deemed an original document.

2. A legal paper filed electronically must include a signature block for the name of the authorized filer.

3. A required signature shall be supplied either by filing a scanned image of the legal paper that bears the original signature of the filer, or, by affixing the digitalized signature, or the name of the filer preceded by /s/, and the printed name of the filer's attorney, to the electronically filed legal paper.

5. *Website and Filing Date.*

1. The website for electronically filing legal papers through the Court's electronic filing application known as "Odyssey File and Serve" (hereafter, "OFS") is: <https://pennsylvania.tylertech.cloud/ofswb>

2. To use the OFS system all parties and counsel must register User Name and Password by supplying a valid email address and creating an account for payment of filing fees.

3. Each filer will receive courtesy email notification of the date and time that a legal paper was received in OFS, and within 6 business hours thereafter, will receive further email notification of the legal paper's acceptance or rejection for filing.

4. The filing date of a legal paper accepted for filing that is accompanied by payment of the filing fee, is the date that it was received. Except as otherwise provided by Pa.R.O.C.P. 1.40 and Pa.R.Civ.P. 240, pertaining to petitions to proceed in forma pauperis, the filing date of an accepted legal pleading unaccompanied by the filing fee, is the date on which the filing fee is paid. See, 42 P.S. § 21073(b). The notification of a legal paper's rejection for filing shall include the reason therefor.

6. *Delay in Filing.*

Petitions to resolve disputes involving alleged failure of the Court's website, permitted by Pa.R.O.C.P. 4.7(e), may be filed and served in paper form.

7. *Fees.*

1. Payment of filing fees may be made electronically by: Visa, Mastercard and Discover. Electronic payment of filing fees by eCheck is limited to attorneys and law firms.

2. Payment of filing fees in person at the Office of the Clerk of the Orphans' Court may be made in cash or by Visa, Mastercard and Discover. Attorneys may pay filing fees in person by check, and non-lawyers may pay filing fees in person by money order payable to the Clerk of the Orphans' Court.

3. Payment of filing fees in person at the Office of the Register of Wills may be made in cash, check or by Visa, Mastercard and Discover. Payment of Inheritance Tax shall only be made by check or money order payable to Register of Wills Agent.

4. All credit/debit card payments will incur a convenience fee assessed by the credit card vendor.

Rule 4.7-2. Marriage Licenses—Reserved.

[Pa.B. Doc. No. 22-1971. Filed for public inspection December 23, 2022, 9:00 a.m.]

Title 255—LOCAL COURT RULES

MONTGOMERY COUNTY

Increase of Fees for Court-Appointed Guardians of Medical Assistance Long-Term Care Recipient Incapacitated Persons

Administrative Order

And Now, this 12th day of December, 2022, upon consideration of the increase by the Pennsylvania Department of Human Services in the maximum monthly guardian’s fee allowable in cases in which the incapacitated person receives a medical assistance long-term grant, which raised the maximum allowable monthly guardian’s fee in such matters from \$100.00 per month to \$300.00 per month, effective January 1, 2023, it is hereby *Ordered and Decreed* as follows:

Effective January 1, 2023, all currently serving court-appointed professional guardians in guardianship matters in which this Court has previously authorized by Final Decree or Order monthly monetary compensation for guardian services to an incapacitated individual who receives a medical assistance long-term care grant, are now authorized to receive \$300.00 per month in each such case, effective January 1, 2023, without the need to file a petition seeking that increase.

The Clerk of the Orphans’ Court of Montgomery County, Pennsylvania, shall post a notice of this Order on its website.

A copy of this Order, accompanying a copy of any prior Order and the Final Decree appointing any professional guardian in such cases to serve as Guardian of the Estate of an incapacitated person, shall be conclusive proof of this Court’s directive to modify the fee payable to that Guardian to \$300.00 per month, or the highest amount authorized by the Department of Human Services.

By the Court

LOIS E. MUPRHY,
Administrative Judge

[Pa.B. Doc. No. 22-1972. Filed for public inspection December 23, 2022, 9:00 a.m.]

**DISCIPLINARY BOARD
OF THE SUPREME COURT**

Notice of Disbarment

Notice is hereby given that John F. Kennedy, (# 49194), having been disbarred in the District of Columbia Court of Appeals, the Supreme Court of Pennsylvania issued an Order December 8, 2022, disbaring John F. Kennedy, from the Bar of this Commonwealth, effective January 7, 2023.

In accordance with Rule 217(f), Pa.R.D.E., since this formerly admitted attorney resides outside of the Commonwealth of Pennsylvania, this notice is published in the *Pennsylvania Bulletin*.

MARCEE D. SLOAN,
Board Prothonotary

[Pa.B. Doc. No. 22-1973. Filed for public inspection December 23, 2022, 9:00 a.m.]

SUPREME COURT

Duty Assignment Schedule for Emergency Petitions in the Year 2023; No. 583 Judicial Administration Docket

Order

Per Curiam:

And Now, this 12th day of December, 2022, the emergency duty assignment for the year 2023, is herewith adopted.

January	Justice Christine Donohue	(Eastern District)
	Justice Kevin Dougherty	(Western District)
February	Justice Sallie Updyke Mundy	(Eastern District)
	Justice P. Kevin Brobson	(Western District)
March	Justice David Wecht	(Eastern District)
	Justice Christine Donohue	(Western District)
April	Justice Sallie Updyke Mundy	(Eastern District)
	Justice Kevin Dougherty	(Western District)
May	Justice P. Kevin Brobson	(Eastern District)
	Justice David Wecht	(Western District)
June	Justice Kevin Dougherty	(Eastern District)
	Justice Sallie Updyke Mundy	(Western District)
July	Justice Christine Donohue	(Eastern District)
	Justice P. Kevin Brobson	(Western District)

August	Justice David Wecht	(Eastern District)
	Justice Sallie Updyke Mundy	(Western District)
September	Justice Kevin Dougherty	(Eastern District)
	Justice P. Kevin Brobson	(Western District)
October	Justice David Wecht	(Eastern District)
	Justice Christine Donohue	(Western District)
November	Justice Sallie Updyke Mundy	(Eastern District)
	Justice Kevin Dougherty	(Western District)
December	Justice P. Kevin Brobson	(Eastern District)
	Justice David Wecht	(Western District)

[Pa.B. Doc. No. 22-1974. Filed for public inspection December 23, 2022, 9:00 a.m.]

SUPREME COURT

Schedule of Holidays for Year 2024 for Staffs of the Appellate Courts and the Administrative Office of Pennsylvania Courts; No. 581 Judicial Administration Docket

Order

Per Curiam:

And Now, this 12th day of December, 2022, it is hereby ordered that the following paid holidays for calendar year 2024 will be observed on the dates specified below by all employees of the appellate courts and the Administrative Office of Pennsylvania Courts:

January 01, 2024	New Year's Day
January 15, 2024	Martin Luther King, Jr. Day
February 19, 2024	Presidents' Day
March 29, 2024	Good Friday
May 27, 2024	Memorial Day
June 19, 2024	Juneteenth
July 04, 2024	Independence Day
September 02, 2024	Labor Day
October 14, 2024	Columbus Day
November 11, 2024	Veterans' Day
November 28, 2024	Thanksgiving Day
November 29, 2024	Day after Thanksgiving
December 25, 2024	Christmas Day

[Pa.B. Doc. No. 22-1975. Filed for public inspection December 23, 2022, 9:00 a.m.]

SUPREME COURT

Sessions of the Supreme Court of Pennsylvania for the Year 2024; No. 582 Judicial Administration Docket

Order

Per Curiam:

And Now, this 12th day of December, 2022, it is ordered that the argument/administrative sessions of the Supreme Court of Pennsylvania shall be held in the year 2024 as follows:

Philadelphia (Administrative Session)	January 30th
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Philadelphia	March 4th through March 8th
Harrisburg (Administrative Session)	March 19th*
Pittsburgh	April 8th through April 12th
Harrisburg	May 13th through May 17th
Pittsburgh (Administrative Session)	June 4th
Philadelphia	September 9th through September 13th
Pittsburgh	October 7th through October 10th
Harrisburg	November 18th through 22nd

[Pa.B. Doc. No. 22-1976. Filed for public inspection December 23, 2022, 9:00 a.m.]