

EXECUTIVE ORDER

McCracken County Courthouse Reopening

Pursuant to KRS 39A.100(2), the Judge Executive of McCracken County and the Governor of Kentucky having declared a state of emergency in McCracken County as a result of the COVID-19 pandemic, and in compliance now with recommended requirements for safely reopening McCracken County government, it is hereby ordered as follows:

1. Effective May 18, 2020, the McCracken County Courthouse and all County offices will reopen to the public, **with limited conditions set out herein**. This only applies to County offices.

2. Effective May 18, 2020, everyone must wear a mask to enter the Courthouse. This includes employees. **If a health condition exists prohibiting the wearing of a mask, written medical exemption is required from a medical doctor.**

3. Effective May 18, 2020, all McCracken County employees must wear a mask at all times while assisting the public. Masks will not be required to be worn by employees while in their personal office space, unless assisting a member of the public. A mask may be of paper and be disposable, may be a cloth mask supplied by the County, or may be of cloth and individual made.

4. Everyone in the courthouse must maintain a minimum six (6) feet of social distancing at all times. There will be markings on the floor to assist everyone, public included, with where to stand and walk in the hallways.

5. All McCracken County offices are to remain at 50% staffing until further notice, to the extent practicable, and no more than 33% of the occupational capacity of the office and facility.

6. All meetings shall continue to be conducted by phone, Zoom, or any other like method, if practicable.

7. From May 18, 2020 and continuing through June 22, 2020, the **McCracken County Clerk's Office will be open ONLY to conduct private vehicle transfers, Notary Public applications, and marriage licenses, and only by appointment. All other business must continue to be conducted by mail, telephone, or internet. Call 270-444-4700 for an appointment.**

8. From June 8 through June 23, the County Clerk's Office will also be open for voting.

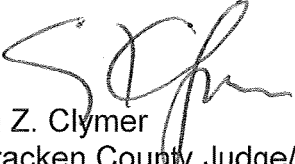
9. **On June 23, 2020, the McCracken County Courthouse will be closed, except for those needing to vote.**

10. All offices will continue to be cleaned and disinfected daily.

11. If a County workstation is used by more than one (1) employee, each employee must clean and disinfect the workstation after their use and before being used by another employee.

This Order is effective immediately and remains in effect until lifted.

So ordered this 14th day of May, 2020.


Craig Z. Clymer
McCracken County Judge/Executive