

**COURT OF COMMON PLEAS OF MONROE COUNTY
FORTY-THIRD JUDICIAL DISTRICT
COMMONWEALTH OF PENNSYLVANIA**

No. 735 Cv 2005
Admin. Order #12

IN RE:

ASSIGNMENT OF ADMINSTRATIVE DUTY

ORDER

AND NOW, this 32st day of Janury, 2005, as a result of the written audit conducted by the Department of the Auditor General and a finding that "Receipts were not always deposited on the same day as collected" it is hereby directed that:

1. Deborah Krom, District Justice Court Administrator shall establish and maintain a bank accounty in the name of Magisterial District 43-4-01, as follows

MAGISTERIAL COURT 43-4-01
Pennstar Bank Account #XXXXXXXX MJ IOTA
Authorized Signature: Deborah Krom,
District Justice Court Administrator

2. All bank transactions for PNC Bank Account 92-0108-1194 located at 6 Sarah Street, Stroudsburg PA 18360 shall be terminated as of the end of the business day, January 31, 2005.

3. Commencing February 1, 2005, all bank transctions shall be processed throught the Pennstar Bank MJ IOTA Account XXXXXXXX located at Route 209 P.O. Box 1274 Marshalls Creek, PA 18335.

4. Until a new Magisterial District Judge is appointed or elected to fill the vacant position and assume all duties connected with the position, Linda Welch, Advance Technician in District Court 4304-01 will make daily deposits to the Penn Star account. In her absence Deborah Kram, DJCA will make daily deposits.

5. Once all pre-February 1st transctions have cleared PNC Bank Account 92-0108-1194, any remaining funds shall be transferred to the Pennstar Bank MJ IOTA Account XXXXXXXX.

BY THE COURT:

Ronald E. Vican

RONALD E. VICAN, P.J.

CC: District Justice Court Administration
District Court 43-4-01