

BILL NO. 15

ORDINANCE NO. 24-15

AN ORDINANCE OF THE CITY OF FREDERICKTOWN, MISSOURI TO AMEND ARTICLE I: GENERAL PROVISIONS AND ARTICLE II: COURT CLERK IN CHAPTER 125: MUNICIPAL COURT, OF ~~THE~~ TITLE I: GOVERNMENT CODE; ESTABLISHING THE EFFECTIVE DATE; AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, Section 479.040, RSMo. (2016) authorizes any municipality with a population less than four hundred thousand to elect to have the violations of its municipal ordinances heard and determined by an associate circuit judge of the circuit in which the municipality is located; and

WHEREAS, on November 27, 2023 the Board of Aldermen so elected.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF FREDERICKTOWN, MISSOURI, AS FOLLOWS:

(Note: Language to be added is underlined. Language to be deleted is ~~stricken~~.)

Section 1. Article I: General Provisions and Article II: Court Clerk in Chapter 125: Municipal Court are hereby repealed and new Articles I and II are enacted in lieu thereof to read as set forth in Exhibit A attached hereto and incorporated herein by reference.

Section 2. It is the intent of the Mayor and Board of Aldermen of the City of Fredericktown, Missouri, and it is hereby ordained that this ordinance shall become and be made a part of the Code of Ordinances of the City of Fredericktown, Missouri, and that sections of this ordinance may be renumbered to accomplish such intention.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 4. After this ordinance's passage and approval by the Board of Aldermen and after its approval and execution by the Mayor, it shall take effect and be in force June 1, 2024.

Section 5. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE having been read by title only the first time on this 22nd day of April, 2024, the Board of Aldermen voted as follows:

Long	<u>aye</u>	Brown	<u>aye</u>
Polete	<u>aye</u>	Reese	<u>aye</u>
Jones	<u>aye</u>	Shankle	<u>aye</u>

THIS ORDINANCE having been read by title only the second time on this 22nd day of April, 2024, the Board of Aldermen voted as follows:

Long	<u>aye</u>	Brown	<u>aye</u>
Polete	<u>aye</u>	Reese	<u>aye</u>
Jones	<u>aye</u>	Shankle	<u>aye</u>

PASSED AND APPROVED this 22nd day of April, 2025, by 4 ayes, 0 nays, 0 abstentions and 0 absentees.

CITY OF FREDERICKTOWN, MISSOURI

By: \_\_\_\_\_  
Travis Parker, Mayor

ATTEST:

Theresa Harbison  
Theresa Harbison, City Clerk

Exhibit A

# Chapter 125

## Municipal Court

### Article I

#### General Provisions

**Section 125.010 Court Established.**

There is hereby established in the City of Fredericktown a Municipal Court to be known as the "Fredericktown Municipal Court, a Division of the 24th Judicial Circuit Court of the State of Missouri." In the event a Police Court existed prior to the establishment of a Municipal Court, this Court is a continuation of the Police Court of the City as previously established and is termed herein "The Municipal Court."

**Section 125.020 Jurisdiction.**

Violations of municipal ordinances shall be heard and determined only before divisions of the Circuit Court as hereinafter provided in this Chapter. The term "heard and determined," for purposes of this Chapter, shall mean any process under which the Court in question retains the final authority to make factual determinations pertaining to allegations of a municipal ordinance violation.

**Section 125.030 Selection of Municipal Judge.**

~~The Judge of the City's Municipal Court shall be known as a Municipal Judge of the 24th Judicial Circuit Court and shall be selected by appointment to the position by the Mayor with approval of a majority of the members of the Board of Aldermen for a term as specified herein.~~

All violations of the city's ordinances shall be heard and determined before an associate circuit judge or judges of the circuit within which the city is located as authorized in § 479.040 of the Revised Statutes of Missouri. All references to "municipal judge" in this code of ordinances of the city shall refer to the associate circuit judge assigned to hear the case or issue.

**Section 125.040 Municipal Judge — Term of Office.**

~~The Municipal Judge shall hold his/her office for a period of two (2) years and shall take office biannually from the first Tuesday in April 1980. If for any reason a Municipal Judge vacates his/her office, his/her successor shall complete that term of office, even if the same be for less than two (2) years.~~

**Section 125.050 Municipal Judge — Vacation of Office.**

~~A. The Municipal Judge shall vacate his/her office under the following conditions:~~

- ~~1. Upon removal from office by the State Commission on the Retirement, Removal and Discipline of Judges as provided in Missouri Supreme Court Rule 12;~~

2. ~~Upon attaining his/her 75th birthday; or~~

3. ~~If he/she should lose his/her license to practice law within the State of Missouri.~~

**Section 125.060 Municipal Judge—Qualifications for Office.**

A. ~~The Municipal Judge shall possess the following qualifications before he/she shall take office:~~

1. ~~He/she must be a licensed attorney, qualified to practice law within the State of Missouri.~~

2. ~~He/she need not reside within the City.~~

3. ~~He/she must be a resident of the State of Missouri.~~

4. ~~He/she must be between the ages of twenty-one (21) and seventy-five (75) years.~~

5. ~~He/she may serve as a Municipal Judge for any other municipality.~~

6. ~~He/she may not hold any other office within the City Government.~~

B. ~~The Municipal Judge shall be considered holding a part-time position and as such may accept other employment.~~

C. ~~No Municipal Judge shall serve as a Municipal Judge in more than five (5) municipalities at one (1) time.~~

**Section 125.070 Superintending Authority.**

The Municipal Court of the City shall be subject to the rules of the Circuit Court of which it is a part and to the rules of the State Supreme Court. The Municipal Court shall be subject to the general administrative authority of the Presiding Judge of the Circuit Court, and the Judge and Court personnel of said Court shall obey his/her directives.

**Section 125.080 Report to Board of Aldermen.**

~~The Municipal Judge shall cause the Court Clerk to prepare, within the first ten (10) days of every month, a report indicating the following: A list of all cases heard or tried before the Judge during the preceding month, giving in each case the name of the defendant, the fine imposed if any, the amount of costs, the names of defendants committed, and the cases in which there was an application for trial de novo, respectively. The Court Clerk or the Judge shall verify such lists and statements by affidavit and shall file the same with the City Clerk who shall lay the same before the Board of Aldermen of the City for examination at its first session thereafter. The Municipal Court shall, within the ten (10) days after the first of the month, pay to the Municipal Treasurer the full amount of all fines collected during the preceding month, if not previously paid to the Municipal Treasurer.~~

**Section 125.090 Docket and Court Records.**

~~The Municipal Judge shall be a conservator of the peace. He/she shall keep a docket in which he/she shall enter every case commenced before him/her and the proceedings therein and he/she shall keep such other records as may be required. Such docket and records shall be records of the~~

~~Circuit Court of Madison County. The Municipal Judge shall deliver said docket, records and all books and papers pertaining to his/her office to his/her successor in office or to the Presiding Judge of the Circuit.~~

**Section 125.100 Municipal Judge — Powers and Duties Generally.**

A. The Municipal Judge shall be and is hereby authorized to:

1. Establish a Violations Bureau as provided for in the Missouri Rules of Practice and Procedure in Municipal and Traffic Courts and Section 479.050, RSMo.
2. Administer oaths and enforce due obedience to all orders, rules and judgments made by him/her and may fine and imprison for contempt committed before him/her while holding Court in the same manner and to the same extent as a Circuit Judge.
3. Stay execution of any fine or sentence, suspend any fine or sentence, and make such other orders as the Municipal Judge deems necessary relative to any matter that may be pending in the Municipal Court.
4. Make and adopt such rules of practice and procedure as are necessary to implement and carry out the provisions of this Chapter, and to make and adopt such rules of practice and procedure as are necessary to hear and decide matters pending before the Municipal Court, and to implement and carry out the provisions of the Missouri Rules of Practice and Procedure in Municipal and Traffic Courts.

B. The Municipal Judge shall have such other powers, duties and privileges as are or may be prescribed by the laws of this State, this Code or other ordinances of this City.

**Section 125.110 Prosecutions Based on Information Only; Proceedings.**

All prosecutions for the violation of municipal ordinances shall be instituted by information and may be based upon a complaint. Proceedings shall be in accordance with the Supreme Court rules governing practice and procedure in proceedings before Municipal Judges.

**Section 125.120 ~~Violations Bureau.~~**

~~Should the Municipal Judge determine that there shall be a Violations Bureau, the City shall provide all expenses incident to the operation of the same.~~

**Section 125.130 Issuance and Execution of Warrants.**

All warrants issued by a Municipal Judge shall be directed to the Chief of Police or any other Police Officer of the municipality or to the Sheriff of the County. The warrants shall be executed by the Chief of Police, Police Officer or Sheriff at any place within the limits of the County and not elsewhere, unless the warrants are endorsed in the manner provided for warrants in criminal cases and, when so endorsed, shall be served in other Counties as provided for in warrants in criminal cases.

**Section 125.140 Arrests Without Warrants.**

The Chief of Police or other Police Officer of the City shall, without a warrant, make arrest of any person who commits an offense in his/her presence, but such officer shall, before the trial,

file a written complaint with the Judge hearing violations of municipal ordinances.

**Section 125.150 Jury Trials.**

Any person charged with a violation of a municipal ordinance of this City shall be entitled to a trial by jury as in prosecutions for misdemeanors before an Associate Circuit Court Judge. Whenever a defendant accused of a violation of a municipal ordinance has a right to and demands such trial by jury, the Municipal Court shall certify the case to the Presiding Judge of the Circuit Court for reassignment.

**Section 125.160 Duties of the City's Prosecuting Attorney.**

It shall be the duty of an attorney designated by the City to prosecute the violations of the City's ordinances before the Municipal Judge or before any Circuit Judge hearing violations of the City's ordinances. The salary or fees of the attorney and his/her necessary expenses incurred in such prosecutions shall be paid by the City. The compensation of such attorney shall not be contingent upon the number of cases tried, the number of guilty verdicts reached, or the amount of fines imposed or collected.

**Section 125.170 Summoning of Witnesses.**

It shall be the duty of the Municipal Judge to summon all persons whose testimony may be deemed essential as witnesses at the trial and to enforce their attendance by attachment, if necessary. The fees of witnesses shall be the same as those fixed for witnesses in trials before Associate Circuit Court Judges and shall be taxed as other costs in the case. When a trial shall be continued by a Municipal Judge, it shall not be necessary to summon any witnesses who may be present at the continuance, but the Municipal Judge shall orally notify such witnesses as either party may require to attend before him/her on the day set for trial to testify in the case and enter the names of such witnesses on his/her docket, which oral notice shall be valid as a summons.

**Section 125.180 Municipal Judge Without Jurisdiction, When.**

- A. If, in the progress of any trial before the Municipal Judge, it shall appear to the Judge that the accused ought to be put upon trial for an offense against the criminal laws of the State and not cognizable before him/her as Municipal Judge, he/she shall immediately stop all further proceedings before him/her as Municipal Judge and cause the complaint to be made before some Associate Circuit Court Judge of the County.
- B. For purposes of this Section, any offense involving the operation of a motor vehicle in an intoxicated condition as defined in Section 577.001, RSMo., shall not be cognizable in Municipal Court, if the defendant has been convicted, found guilty, or pled guilty to two (2) or more previous intoxication-related traffic offenses as defined in Section 577.023, RSMo., or has had two (2) or more previous alcohol-related enforcement contacts as defined in Section 302.525, RSMo.

**Section 125.190 Jailing of Defendants.**

If, in the opinion of the Municipal Judge, the City has no suitable and safe place of confinement, the Municipal Judge may commit the defendant to the County Jail, and it shall be the duty of the Sheriff, if space for the prisoner is available in the County Jail, upon receipt of a warrant of commitment from the Judge to receive and safely keep such prisoner until discharged by due

process of law. The municipality shall pay the board of such prisoner at the same rate as may now or hereafter be allowed by law to such Sheriff for the keeping of other prisoners in his/her custody.

**Section 125.200 Parole and Probation.**

- A. Any Judge hearing violations of municipal ordinances may, when in his/her judgment it may seem advisable, grant a parole or probation to any person who shall plead guilty or who shall be convicted after a trial before such Judge. When a person is placed on probation, he/she shall be given a certificate explicitly stating the conditions on which he/she is being released. The court is authorized to use circuit approved private probation services to supervise requirements of probation.
- B. In addition to such other authority as exists to order conditions of probation, the Court may order conditions which the Court believes will serve to compensate the victim of the crime, any dependent of the victim, or society in general. Such conditions may include, but need not be limited to:
  - 1. Restitution to the victim or any dependent of the victim in an amount to be determined by the Judge; and
  - 2. The performance of a designated amount of free work for a public or charitable purpose or purposes as determined by the Judge.
- C. A person may refuse probation conditioned on the performance of free work. If he/she does so, the Court shall decide the extent or duration of sentence or other disposition to be imposed and render judgment accordingly. Any County, City, person, organization or agency or employee of a County, City, organization or agency charged with the supervision of such free work or who benefits from its performance shall be immune from any suit by the person placed on parole or probation or any person deriving a cause of action from him/her if such cause of action arises from such supervision of performance, except for intentional torts or gross negligence. The services performed by the probationer or parolee shall not be deemed employment within the meaning of the provisions of Chapter 288, RSMo.
- D. The Court may modify or enlarge the conditions of probation at any time prior to the expiration or termination of the probation term.

**Section 125.210 Right of Appeal.**

In any case tried before the Municipal Judge, except where there has been a plea of guilty or where the case has been tried with a jury, the defendant shall have a right of trial de novo before a Circuit Court Judge or upon assignment before an Associate Circuit Court Judge. An application for a trial de novo shall be filed within ten (10) days after judgment and shall be filed in such form and perfected in such manner as provided by Supreme Court rule.

**Section 125.220 Appeal From Jury Verdicts.**

In any case tried with a jury ~~before an Associate Circuit Judge~~, a record of the proceedings shall be made, and appeals may be had upon that record to the appropriate Appellate Court.

**Section 125.230 Breach of Recognizance.**

In the case of a breach of any recognizance entered into before a Municipal Judge or an Associate Circuit Court Judge hearing a municipal ordinance violation case, the same shall be deemed forfeited and the Judge shall cause the same to be prosecuted against the principal and surety, or either of them, in the name of the municipality as plaintiff. Such action shall be prosecuted before a Circuit Court Judge or Associate Circuit Court Judge, and in the event of cases caused to be prosecuted by a Municipal Judge, such shall be on the transcript of the proceedings before the Municipal Judge. All monies recovered in such actions shall be paid over to Municipal Treasury to the General Revenue Fund of the municipality.

**Section 125.240 Disqualification of Municipal Judge From Hearing a Particular Case.**

A Municipal Judge shall be disqualified to hear any case in which he/she is in any way interested or, if before the trial is commenced, the defendant or the prosecutor files an affidavit that the defendant or the municipality, as the case may be, cannot have a fair and impartial trial by reason of the interest or prejudice of the Judge. Neither the defendant nor the municipality shall be entitled to file more than one (1) affidavit or disqualification in the same case.

**Section 125.250 (Reserved)**

**Section 125.260 Failure To Appear in Municipal Court.**

- A. A person commits the offense of failure to appear in Municipal Court if:
1. He/she has been issued a summons for a violation of any ordinance of the City of Fredericktown and fails to appear before the Judge of the Municipal Court at the time and on the date on which he/she was summoned, or at the time or on the date to which the case was continued;
  2. He/she has been released upon recognition of bond and fails to appear before the Judge of the Municipal Court at the time and on the date on which he/she was summoned, or at the time or on the date to which the case was continued;
  3. He/she has been placed on Court supervised probation and fails to appear before the Judge of the Municipal Court at the time specified by said Judge as a condition of the probation.
- B. Nothing in this Section shall prevent the exercise of the Municipal Court of its power to punish for contempt.
- C. No additional charge shall be issued for failure to appear for a minor traffic violation as defined in Section 479.350, RSMo.

**Article II**  
**Court Clerk**

**Section 125.270 Office Established.**

~~There is hereby established the office of Court Clerk for the City of Fredericktown Municipal Division of the Madison County Circuit Court.~~



**Section 125.280 ~~Selection And Term Of Court Clerk.~~**

~~The Court Clerk shall be appointed by the Mayor with the consent of a majority of the members of the Board of Aldermen to serve for an unspecified term at the will of the Mayor and Board of Aldermen.~~

**Section 125.290 ~~Hours.~~**

~~The Court Clerk shall attend all sessions of the Fredericktown Municipal Division of the 24th Judicial Circuit Court and may be required to be present at the Fredericktown City Hall to perform the duties of the office at such additional times as the Mayor or Board of Aldermen may specify.~~

**Section 125.300 (Reserved)**

**Article III  
Fines and Court Costs**

**Section 125.310 Installment Payment of Fine.**

When a fine is assessed for violation of an ordinance, it shall be within the discretion of the Judge assessing the fine to provide for the payment of the fine on an installment basis under such terms and conditions as he/she may deem appropriate.

**Section 125.320 Court Costs.**

A. In addition to any fine that may be imposed by the Municipal Judge in any case filed in the Fredericktown Municipal Division of the 24th Judicial Circuit Court, and in addition to all other fees authorized or required by law, there shall be assessed as costs the following:

1. Costs of Court in the amount of fifteen dollars (\$15.00).
2. Police Officer Training Fee. A fee of three dollars (\$3.00) is hereby established and assessed as additional Court costs in each Court proceeding, except that no such fee shall be collected when the proceedings against the defendant have been dismissed.
  - a. Two dollars (\$2.00) of each such Court cost shall be transmitted monthly to the Treasurer of the City and used to pay for Police Officer training as provided by Sections 590.100 to 590.180, RSMo. The City shall not retain for training purposes more than one thousand five hundred dollars (\$1,500.00) of such funds for each certified Law Enforcement Officer or candidate for certification employed by the City. Any excess funds shall be transmitted quarterly to the City's General Fund.
  - b. One dollar (\$1.00) of each such Court cost shall be sent to the State Treasury to the credit of the Peace Officers Standards and Training Commission Fund created by Section 590.178, RSMo.
3. Crime Victims' Compensation Fund. An additional sum of seven dollars and fifty cents (\$7.50) shall be assessed and added to the basic costs in Subsection A. 1. of this Section, provided that no such cost shall be collected in any proceeding when the proceeding or the defendant has been dismissed by the Court. All sums collected pursuant to this Subsection shall be paid at least monthly as follows:

- a. Ninety-five percent (95%) of such fees shall be paid to the Director of Revenue of the State of Missouri for deposit as provided in Section 595.045.5, RSMo.
  - b. Five percent (5%) shall be paid to the City Treasury.
4. Domestic Violence Shelter. There shall also be assessed a cost of four dollars (\$4.00) per case for the purpose of providing operating expenses for shelters for battered persons as set out in Section 488.607, RSMo.
5. Other costs as provided before the Associate Circuit Judge in criminal prosecutions.
6. Actual costs assessed against the City by the County Sheriff for apprehension.
7. (Reserved)
8. Any other reasonable cost as may be otherwise provided by ordinance including, but not limited to medical costs incurred by the City while a defendant is in City custody, and costs related to the arrest and testing of any person for any intoxication-related traffic offense as set out in Section 125.320 A. 9. hereof.
9. Reimbursement Of Certain Costs Of Arrest.
  - a. Upon a plea or a finding of guilty of violating the provisions of Section 342.020 or 342.030 of this Code or any ordinance of the City of Fredericktown involving alcohol- or drug-related traffic offenses, the Court may, in addition to imposition of any penalties provided by law, order the convicted person to reimburse the Police Department for the costs associated with such arrest.
  - b. Such costs hereby authorized shall include the reasonable cost of making the arrest, including the cost of any chemical test made as authorized or required by law or ordinance to determine the alcohol or drug content of the person's blood, and the costs of processing, charging, booking and holding such person in custody.
  - c. The Chief of Police may establish a schedule of such costs hereby authorized and shall submit the same to the Municipal Judge. However, the Court may order the costs reduced if it determines that the costs are excessive.
10. (Reserved)
11. Inmate Security Fund.
  - a. A surcharge of two dollars (\$2.00) shall be assessed as costs in each Court proceeding filed in any Court in any City adopting such a surcharge, in all violations of any municipal ordinance; except that no such fee shall be collected in any proceeding in any Court when the proceeding or the defendant has been dismissed by the Court or when costs are to be paid by the City. A surcharge of two dollars (\$2.00) shall be assessed as costs in a Juvenile Court proceeding in which a child is found by the Court to come within the applicable provisions of Subdivision (3) of Subsection (1) of Section 211.031, RSMo.

b. The Treasurer shall deposit funds generated by the surcharge into the "Inmate Security Fund." Funds deposited shall be utilized to acquire and develop biometric verification systems and information sharing to ensure that inmates, prisoners, or detainees in a holding cell facility or other detention facility or area which holds persons detained only for a shorter period of time after arrest or after being formally charged can be properly identified upon booking and tracked within the local law enforcement administration system, criminal justice administration system, or the local jail system. Upon the installation of the information sharing or biometric verification system, funds in the inmate prisoner detainee security fund may also be used for the maintenance, repair, and replacement of the information sharing or biometric verification system, and also to pay for any expenses related to detention, custody, and housing and other expenses for inmates, prisoners, and detainees.

12. Court Automation Fund. An additional sum of seven dollars (\$7.00) shall be assessed and payable to the Director of Revenue for the Statewide Court Automation Fund.

## Article IV Violations Bureau

### Section 125.330 Violations Bureau Established — Functions And Duties Of Violations Clerk.

There is established a Violations Bureau by order of the court. The Municipal Judge shall designate a Violations Clerk. The Violations Clerk shall perform the duties designated by the court, including accepting appearance, waiver of trial, plea of guilty, and payment of fines and costs for the designated violations, entering the plea on the record, and transmitting the violation record as required by law, subject to the limitations hereinafter prescribed. The City shall pay all necessary and reasonable expenses incident to the operation of the Violations Bureau.

### Section 125.340 Cases Which Bureau Shall Not Handle.

- A. The violations within the authority of the bureau shall be designated by order of the Municipal Judge. Such designated violations may be amended from time to time but shall in no event include the following:
1. Any violation resulting in personal injury or property damage;
  2. Operating a motor vehicle while intoxicated or under the influence of intoxicants or drugs;
  3. Operating a vehicle with a counterfeited, altered, suspended or revoked license;
  4. Fleeing or attempting to elude an officer; and
  5. Any other violation excluded by law.

### Section 125.350 Fines And Costs Payable To Clerk.

Fines and costs shall be paid to, receipted by and accounted for by the Violations Clerk in accordance with this Chapter and Missouri Rules of Procedure 37.49.

**Section 125.360 Plea — Payment Of Fines And Costs; Record Of Conviction.**

Within the time fixed by the Municipal Judge and subject to the Municipal Judge's order, any person charged with an animal control, housing or traffic violation, except violations requiring court appearance, may deliver by mail, automatic teller machine, or as otherwise directed the specified amount of the fine and costs to the bureau. This delivery constitutes a guilty plea and waiver of trial.

**Section 125.370 Judge To Post A List Of Violations, Fines And Costs.**

The Municipal Judge, by order prominently posted at the place where the fines are to be paid, shall specify by schedule the amount of fines and costs to be imposed for each violation payable to the Violations Clerk.