

**MESSAGE FROM HOWELL TOWNSHIP MUNICIPAL COURT**  
**JUDGE SUSAN SCHROEDER CLARK, J.M.C.**

To everyone who has matters pending before Howell Municipal Court, as well as victims and witnesses, please be advised that New Jersey Supreme Court Chief Justice Stuart Rabner has suspended all in-person Municipal Court sessions until further notice due to the COVID-19 emergency. First and foremost, we are concerned about everyone's safety and are taking our direction from New Jersey Supreme Court and Howell Township on when we will start in-person court.

**Plea at MVC or Plea by Mail for Traffic Tickets**

If you have a ticket that is payable via Motor Vehicle Commission (MVC) you can plea online. For helpful information regarding the court system, to pay a payable traffic summons, or for information regarding points which may be assessed to you as a result of your traffic summons, please go to the New Jersey Judiciary Homepage at [www.njmcdirect.com](http://www.njmcdirect.com) If you plea via MVC then **no court appearance will be necessary.**

**With a few exceptions, traffic matters can be resolved with a plea by mail and no court appearance will be necessary.** The New Jersey Supreme Court has relaxed the court's ability to accept pleas by mail. We have made the plea by affidavits available online and in all cases, we are sending you this information directly to all eligible defendants in the mail.

If you would like to review your case with the municipal prosecutor to determine if you are eligible for a plea agreement to a lesser charge that would result in lesser fines and /or points, please contact the court at 732-938-4848 to provide us with your email/phone number for the prosecutor to reach out to you. If a plea can be reached, we will submit a plea by mail to you for your signature and acceptance of the proposed plea. **No court appearance will be necessary.**

**WE ARE HOLDING VIDEO COURT**

In the meantime, we are holding court via video. I want to thank my staff at Howell Court who is working tirelessly to make monumental changes to make this happen. You can contact my staff directly with any questions at 732-938-4848. The Howell Township IT Department has a user-friendly program so I can address individuals via video. If you want your matter heard in via video court, please contact our office to provide a telephone number as well as an email address. We will help you with the process.

Video Court will be for all matters that require a court appearance. We will notify you by email with your scheduled video time along with a link and the necessary information to connect.

**CONSEQUENCES OF YOUR CHARGES AND**

## **APPLICATION FOR PUBLIC DEFENDER**

We also have provided information online regarding the consequences of your charges as well as plea by affidavit. If you have a criminal charge, and you cannot afford to hire an attorney, you may be eligible for the services of a public defender and we have made those applications available online. If you have questions regarding this process, you can contact the court directly at 732-939-4848.

In addition, if you already have the services of the Howell Township Public Defender, I encourage you to reach out to your attorney to discuss your matter. Contact us at 732-939-4848 and we will provide your contact information to your attorney.

## **VICTIMS**

All Victims have the right to provide input to the prosecutor concerning a matter where you were a victim. You can also provide a statement to the court during sentencing. We want to ensure that victims have the opportunity to provide information to the prosecutor as well as the court. If you want to speak to the prosecutor about your matter, please contact the court and we will provide your contact information to the prosecutor. Also, you can provide a written statement to the court for consideration as well as appear during the virtual hearing. You can address your statements to my attention: The Honorable Susan Schroeder Clark, J.M.C., 300 Old Tavern Road, Howell, NJ 07731. You can also contact the court office at 732-939-4848. The Office of Victim-Witness Advocacy is also available at 732-421-7160. If you are a victim of Domestic Violence, you can contact 180 Turning Lives Around at 732-264-4111.

## **DELINQUENT TIME PAYMENT**

If you owe money to the Court and are delinquent with your time payments, I encourage you to reach out to my staff at 732-939-4848 and we are happy to work with you to adjust time payments based upon these unprecedented times.

For more information about COVID-19, visit <https://covid19.nj.gov/> or [NJ.gov/health](https://nj.gov/health) or call the 24-hour public hotline at [1-800-222-1222](tel:1-800-222-1222)

**Susan Schroeder Clark, J.M.C.**