

## CHAPTER 488A

MUNICIPAL COURTS; HENNEPIN AND  
RAMSEY COUNTIES

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NOTE: The Municipal Court Rules of Civil Procedure are published in Minnesota Reports, Volumes 255, 279 and 294, as a supplement thereto.

## MUNICIPAL COURT, HENNEPIN COUNTY

## 488A.01 ESTABLISHMENT; JURISDICTION; POWERS; APPEALS.

Subdivision 1. **Establishment.** There is hereby created a municipal court of Hennepin county with the jurisdiction and powers hereinafter stated.

Subd. 2. **Court of record.** The court is a court of record with a clerk and a seal.

Subd. 3. **Powers of court.** Except as otherwise provided in this act, the court has all the powers of the district courts of this state. It may issue all civil and criminal process necessary or proper to enforce and effectuate its jurisdiction and determinations.

Subd. 4. **Civil jurisdiction.** Excepting causes involving title to real estate, the court has jurisdiction to hear, try and determine civil actions at law in which the amount in controversy does not exceed \$15,000, exclusive of interest and costs.

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Subd. 4a. **Jurisdiction.** Notwithstanding the provisions of subdivisions 2 or 8 or any court rule to the contrary, the municipal court of Hennepin county has jurisdiction to determine an action brought pursuant to section 504.20 for the recovery of a deposit on rental property located in Hennepin county, and the summons in the action may be served anywhere in the state of Minnesota.

Subd. 5. **Forcible entry and unlawful detainer or unlawful removal or exclusion.** Whether or not the title to real estate is involved, the court has jurisdiction of actions of forcible entry and unlawful detainer or actions for unlawful removal or exclusion pursuant to section 566.175, involving land located wholly or in part within Hennepin County and, notwithstanding any provision of subdivision 7 to the contrary, of actions seeking relief for code violations pursuant to sections 566.18 to 566.33 involving premises located wholly or partly within Hennepin County.

Subd. 6. **Criminal jurisdiction.** The court has jurisdiction to hear, try and determine any charge of violation of:

(1) A criminal law of this state constituting a misdemeanor or gross misdemeanor committed within the county of Hennepin including all of the city of St. Anthony.

(2) Any ordinance, charter provision, rule or regulation of any subdivision of government in the county of Hennepin, including all of the city of St. Anthony or

(3) Any ordinance, charter provision, rule or regulation of the Minneapolis-St. Paul Metropolitan Airports Commission.

Subd. 7. **Exceptions to jurisdiction.** The court does not have jurisdiction:

(a) Of any action where the relief asked for in the complaint is purely equitable in its nature,

(b) Of an action for divorce,

(c) To issue a writ of habeas corpus, quo warranto, ne exeat, mandamus, prohibition or injunction, nor

(d) To issue any order in proceedings supplementary to execution.

Subd. 8. **Service.** All civil and criminal process and orders may be served and enforced anywhere within the state of Minnesota.

Subd. 9. **Place of holding court.** (a) The municipal building commission, or the county of Hennepin, or both, shall provide suitable quarters for the holding of regular terms of court in Minneapolis, Bloomington, and at such other northern and western suburban locations disbursed throughout the county as may be designated by a majority of the judges of the court. At the locations of holding regular terms of court established pursuant to this clause, all functions of the court may be discharged, including both court and jury trials of civil and criminal matters. Nothing in this subdivision shall be construed in such a way as to reduce the level of services to the suburban and rural citizens of Hennepin county.

(b) In addition to the regular locations of holding court set forth in clause (a) of this subdivision, trials of traffic and criminal violations before the court without jury shall be held in such locations as may be designated by a majority of the judges of the court. Provided, however, that those municipalities which are holding court without jury but which are not holding regular terms of court upon August 1, 1978 may require the continuance of such services by resolution to the county board within 30 days following August 1, 1978. The county of Hennepin shall provide suitable quarters for the holding of court in such locations as may be designated under this clause.

Subd. 10. **Continuous terms.** The court shall be open every day, except Sundays and legal holidays. The term of the court shall be continuous.

Subd. 11. [Repealed, 1977 c 432 s 49]

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**Subd. 12. Trial of civil actions.** (a) All civil actions brought in the municipal court of Hennepin county shall be tried at the place of holding court specified in writing on the summons issued therein. If no place of trial is specified on the summons by the plaintiff or plaintiffs, the action shall be tried at the Hennepin county courthouse.

(b) A defendant residing in Hennepin county outside of the city of Minneapolis and the city of St. Anthony may change the place of trial of a civil action to the place of holding court set forth in subdivision 9, which is nearest the municipality of his residence in the manner provided herein. A defendant residing in Hennepin county within the city of Minneapolis or the city of St. Anthony may change the place of trial of a civil action to the city of Minneapolis in the same manner. If there are several defendants residing in different municipalities or in the city of Minneapolis or the city of St. Anthony, the trial shall be held in the city of Minneapolis or in the place of holding court set forth in subdivision 9, upon which a majority of them shall unite in demanding or, if the number be equal, at the city of Minneapolis or in the place of holding court set forth in subdivision 9, which place of holding court is nearest to the place where such action would have been tried in the absence of such demand.

(c) If the place of court determined by the summons is not the place of residence of the defendant or defendants, the action may notwithstanding be tried therein unless, within 20 days after the summons is served, the defendant demands in writing that it be tried in the proper place of holding court. This demand shall be accompanied by the affidavit of the defendant, or his agent or attorney, setting forth the municipality of defendant's residence at the time of the commencement of the action. This demand and affidavit, with proof of service thereof upon the plaintiff's attorney, shall be filed with the clerk within 30 days from the date of its service and thereupon the place of trial shall be changed to the proper place of holding court without any other proceedings.

When the place of trial is changed all other proceedings shall be had in the place to which the change is made, unless otherwise provided by consent of the parties filed with the clerk or by order of the court.

(d) For the purpose of determining the place of residence of a domestic corporation, such corporation shall be considered as residing at any place where it has an office, resident agent or business place.

(e) If none of the parties shall reside or be found in the county of Hennepin or the defendant be a foreign corporation, the action may be tried at any place of holding court designated in the summons.

(f) The provisions of this subdivision shall be subject to the provisions of subdivision 9.

**Subd. 13. Trial of criminal actions.** All charges of traffic and ordinance violations shall be tried in the municipality where the alleged violation occurred subject to provisions of subdivision 9. If there is no designated place of holding court as provided in subdivision 9 in such municipality, the alleged violation shall be tried in the municipality designated by rule of the court.

**Subd. 14. Appeals.** Appeals from the county municipal court to the court of appeals shall be subject to the provisions of section 487.39 and the rules of appellate procedure.

**Subd. 15. Removal to district court.** Whenever a counterclaim in excess of \$6,000 is asserted, an equitable defense interposed, or it shall otherwise appear that the court is without jurisdiction in a cause pending therein, the fact shall be recorded, and the clerk shall transmit to the clerk of the district court a certified transcript of the record and all papers filed in the case. Thereafter the cause shall

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proceed to judgment in the district court as if it had there been commenced, and the costs shall abide the event.

**History:** 1955 c 215 s 1; 1957 c 357 s 1; 1963 c 877 s 1-6,52; 1965 c 339 s 1; 1965 c 858 s 1-4; Ex1967 c 50 s 1; 1973 c 123 art 5 s 7; 1973 c 360 s 1; 1973 c 611 s 3; 1975 c 410 s 7; 1976 c 239 s 120; 1977 c 129 s 3; 1977 c 432 s 29,30; 1978 c 784 s 1; 1979 c 56 s 8; 1979 c 95 s 1; 1982 c 398 s 10-12; 1983 c 247 s 179; 1984 c 655 s 80

488A.02 [Repealed, 1965 c 847 s 2]

## 488A.021 JUDGES.

Subdivision 1. **Number of judges.** There are 17 judges of the municipal court of the county of Hennepin.

Subd. 2. **Qualifications and oath.** Each judge shall be a person learned in the law who is admitted and qualified to practice in the supreme court of this state and is a resident of the county of Hennepin in this state. Before entering upon the duties of office, each judge shall take and subscribe an oath, in the form prescribed by law for judicial officers, and shall file that oath in the office of the county auditor.

Subd. 3. **Term; vacancies; appointments and election.** (a) Each elected judge holds office for six years beginning the first Monday in January next succeeding his election.

(b) Whenever there is a vacancy in the office of judge, the governor shall appoint a qualified person to fill the vacancy, to hold office until his successor is elected and qualified. The successor shall be elected for a six year term at the next general election occurring more than one year after such appointment.

(c) At the general election immediately preceding the expiration of his term, the qualified voters of the county of Hennepin shall elect the successor to any elected or appointed judge.

(d) Each judge holds a separate nonpartisan office.

(e) When one or more judges of the court are to be nominated or elected at an election, the notice of election shall state the name of each judge whose successor is to be nominated or elected. The official ballot shall contain the names of all candidates for each such office, state the number of judges to be elected and the number of candidates for whom an elector may vote, and designate each candidacy as "For the office of Judge of the Municipal Court of the county of Hennepin to which .....(name of judge)..... was elected for the regular term", or: "For the office of Judge of the Municipal Court of the county of Hennepin to which .....(name of judge)..... was appointed," as the case may be. The official ballots shall show in the spaces for the purpose the name of the judge whose successor is to be elected. When any judge is a candidate to succeed himself, the word "incumbent" shall be printed after his name where it appears among the names of the candidates for the office. When voting machines are used and such statements cannot be inserted in full, the designation shall be "Successor to .....(name of judge)..... (elected)", or "Successor to .....(name of judge).....(appointed)", as the case may be.

(f) Each person desiring to have his name placed upon the primary ballot as a candidate for judge shall state in his affidavit of candidacy the office of the particular judge for which he is a candidate. The filing of this affidavit with the county auditor and a compliance with all other requirements constitutes such person a candidate for that office, and for that office only. No person shall at any election be a candidate for more than one such office.

Subd. 4. **Powers.** The judges have the general powers of judges of courts of record and all powers necessary to effectuate the purposes of sections 488A.01 to

488A.17. Each judge may administer oaths and take and certify acknowledgments. Each judge is a conservator of the peace and has all powers and authority vested in it by statute or court rule.

Subd. 5. **Contempt of court.** Any judge has the power to punish for contempt of court by a fine not exceeding \$100 or by imprisonment in the county jail or city workhouse not exceeding 90 days.

Subd. 6. **Court rules.** A majority of the judges may promulgate rules of court consistent with sections 488A.01 to 488A.17. Unless the rule forbids, a judge may waive its application.

Subd. 7. [Repealed, 1977 c 432 s 49]

Subd. 8. **Salaries.** Each judge shall be paid by the state an annual salary in the amount prescribed by section 15A.083. If a judge dies while in office, the amount of his salary remaining unpaid for the month in which his death occurs shall be paid to his estate. Each judge shall be paid expenses by the state in the same manner and amount as provided for judges of the district court in section 484.54.

NOTE: Subdivision 8 was also repealed by Laws 1977, Chapter 432, Section 49.

Subd. 9. **Retired judges, assignments.** Upon the retirement of any judge of the municipal court of Hennepin county, he may, with his consent, be appointed and assigned, by the then chief judge upon authorization of a majority of the municipal court judges, to hear any cause properly assignable to a judge of the municipal court of Hennepin county and act thereon with full powers of such a judge. When such retired judge undertakes such service, he shall be provided at the expense of the county a courtroom or hearing room for the purpose of holding court or hearings, to be paid for by the county, and shall be paid in addition to his retirement compensation and not affecting the amount thereof, the sum of \$50 per diem for such additional service, together with travel pay in the sum of twelve cents per mile and his actual expenses incurred in such service, said payment to be made in the same manner as the payment of salaries for district judges, on certification by the presiding or senior judge of the district or by the chief judge of the supreme court of the state of Minnesota.

**History:** 1965 c 847 s 1; 1967 c 735 s 1; Ex1967 c 50 s 2; 1969 c 970 s 1; 1971 c 25 s 85-87; 1971 c 879 s 1; 1973 c 347 s 1; 1975 c 290 s 1; 1977 c 35 s 16; 1977 c 432 s 31; 1983 c 359 s 69

#### **488A.025 COURT ADMINISTRATOR; ABOLITION OF POSITION OF CLERK.**

Subdivision 1. There is created the position of court administrator for the municipal court of Hennepin county.

Subd. 2. A majority of the judges of the municipal court of Hennepin county shall appoint the court administrator who shall serve at the pleasure of a majority of municipal court judges.

Subd. 3. Subject to the approval of a majority of the judges, the court administrator may appoint an assistant court administrator who shall serve at the pleasure of the court administrator.

Subd. 4. Wherever in Minnesota Statutes 1969, Sections 488A.01 to 488A.17, powers, duties or responsibilities are placed upon the clerk of municipal court, such powers, duties and other responsibilities shall be and hereby are placed upon the court administrator. The court administrator shall perform such duties and have such responsibilities that were previously or shall be designated as the duty or responsibility of the clerk of municipal court.

Subd. 5. The position of clerk of municipal court of Hennepin county is hereby abolished.

**History:** *Ex1971 c 8 s 1; 1973 c 508 s 1*

#### **488A.03 CLERKS, DEPUTIES.**

Subdivision 1. [Repealed, Ex1971 c 8 s 2]

Subd. 2. **Oath, bond.** (a) The clerk shall take and subscribe an oath to support the Constitution of the United States and the state of Minnesota and to perform faithfully the duties of his office.

(b) The clerk shall execute to the county of Hennepin a penal bond in such sum and with such surety as the county board directs, conditioned that:

(1) He will account to and pay over to the county treasurer as required by law all money belonging to or to be paid to the county.

(2) He will pay over to all persons on demand all money to which they are entitled which comes into his hands as clerk.

(3) At the expiration of his tenure in office he will forthwith pay to such county all money to which it is entitled and to his successor in office all other money then remaining in his hands which came into his hands as clerk.

(c) The clerk may not enter upon his official duties until his appointment, oath and bond are filed with the county auditor.

Subd. 3. [Repealed, 1965 c 845 s 4]

Subd. 3a. **Deputy clerks.** (a) The court has one chief deputy clerk and such number of assistant chief deputy clerks, Grade II, assistant chief deputy clerks, Grade I, deputy clerks, and stenographers as the clerk, with the approval of a majority of the judges, deems necessary from time to time, but no new or additional positions may be created without the consent of the county board.

(b) With the approval of a majority of the judges the clerk shall appoint deputy clerks.

(c) Each appointment shall be made under the hand of the clerk and seal of the court and the approval of a majority of the judges shall be endorsed thereon.

(d) Each deputy shall take and subscribe an oath similar to that prescribed for the clerk and shall execute a bond to the county of Hennepin for the faithful performance of his duties in such amount and with such terms, conditions, and surety as the county board directs. No deputy may enter upon his office and duties before his appointment, oath, and bond are filed with the county auditor.

(e) The appointments of the deputy clerks shall be for terms of six years from their respective dates of appointment and shall not expire or be suspended by reason of the suspension, removal, termination of appointment, death, or other incapacity of the clerk. At any time within six months from the date of his initial appointment, a deputy clerk may be removed and his appointment terminated, with or without cause and without prior notice or hearing. At any time a deputy clerk may be suspended without pay for a period not exceeding 30 days, with or without cause, after hearing before a majority of the judges. Except as otherwise provided herein, a deputy clerk, during his term, may be removed and his appointment terminated only for cause after notice and a hearing before a majority of the judges. Any termination, removal, or suspension provided for in this subdivision shall be made by a majority of the judges.

(f) The clerk shall delegate, supervise, and expedite the work and accounting of the deputy clerks. He is not personally responsible for their acts beyond his responsibility for proper delegation and supervision.

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(g) Each deputy may administer oaths and affirmations, and take acknowledgments and shall perform the duties and exercise the powers of the clerk which are delegated to him by the clerk or by a majority of the judges in the event of the death or disability of the clerk.

**Subd. 4. Powers and duties; supervision of judges.** (a) The clerk may administer oaths and affirmations and take acknowledgments. He has all the powers and shall perform all of the duties usually incident to the office of a clerk of a court of record or necessary to carry out the purposes of this act.

(b) Under the supervision and approval of a majority of the judges and with the consent of the county board the clerk shall procure at the expense of the county all blanks, stationery, books, furniture, furnishings, and supplies necessary for the use of the court and its officers and jurors.

(c) In the performance of all his duties the clerk is subject to the control and supervision of the judges.

**Subd. 5. Records, process and accounts.** The clerk shall make minutes, records and indices of all proceedings; enter all orders, judgments and sentences; issue commitments, execution and all other process; keep proper accounts; have the custody and care of all books, files, accounts, exhibits, papers and records of the court, and tax all costs and disbursements.

**Subd. 6. Disposition of fines, fees and other moneys; accounts.** (a) Except as otherwise provided herein and except as otherwise provided by law, the clerk of court shall pay to the Hennepin county treasurer all fines and penalties collected by him, all fees collected by him for services of himself, all sums forfeited to the court as hereinafter provided, and all other moneys received by the clerk.

(b) The clerk of court shall provide the county treasurer with the name of the municipality or other subdivision of government where the offense was committed and the name and official position of the officer who prosecuted the offense for each fine or penalty, and the total amount of fines or penalties collected for each such municipality or other subdivision of government or for the county.

(c) At the beginning of the first day of any month the amount owing to any municipality or county in the hands of the clerk shall not exceed \$5,000.

(d) On or before the last day of each month the county treasurer shall pay over to the treasurer of each municipality or subdivision of government in Hennepin county all fines or penalties collected during the previous month for offenses committed within such municipality or subdivision of government, except that all such fines and penalties attributable to cases in which the county attorney had charge of the prosecution shall be retained by the county treasurer and credited to the county general revenue fund.

(e) Amounts represented by checks issued by the clerk or received by the clerk which have not cleared by the end of the month may be shown on the monthly account as having been paid or received, subject to adjustment on later monthly accounts.

(f) The clerk may receive negotiable instruments in payment of fines, penalties, fees or other obligations as conditional payments, and is not held accountable therefor until collection in cash is made and then only to the extent of the net collection after deduction of the necessary expense of collection.

**Subd. 7. Payment of witness fees and mileage.** The clerk shall pay such fees and mileage to witnesses as may be ordered by any judge in any action or proceeding involving a charged violation of a criminal law or municipal ordinance. The clerk shall obtain receipts therefor as vouchers for the sums paid and shall deduct these payments from the amount otherwise due to the county.

Subd. 8. **Abandonment of deposits and bail.** (a) All sums deposited with the clerk to cover witness fees, jury fees, clerk's fees or the fees of police officers shall be deemed abandoned and forfeited if the witness fees are not disbursed or the services covered by the fees are not performed and the person entitled to refund thereof does not file a written demand for refund with the clerk within six months from the date of trial, dismissal or striking of the cause as to jury fees and from the date of deposit as to other fees.

(b) Any bail deposited with the clerk and not forfeited by court order shall be deemed abandoned and forfeited if the person entitled to refund does not file a written demand for refund with the clerk within six months from the date when he became entitled to the refund. All such forfeited sums shall be paid over by the clerk to the county treasurer promptly.

(c) Any judge may order any sums so forfeited under (a) or (b) to be reinstated for cause and the clerk shall then refund accordingly. The county treasurer shall reimburse the clerk if the clerk refunds the deposit upon such an order and obtains a receipt to be used as a voucher.

Subd. 9. **Disposition of forfeited sums.** All sums collected on any bail, bond, or recognizance forfeited by court order shall be paid to the county of Hennepin to be applied to the support of the law library of the county. The receipt of the county treasurer to the clerk shall be a sufficient voucher therefor. When the sums so forfeited, minus refunds, during any calendar year equal \$2,500, all sums in excess thereof shall be paid to the county treasurer who shall remit said sums to the municipality or subdivision of government in which the violation occurred in accordance with the provisions of this act. Such payments to the county shall be made periodically but not prior to six months from the date of the order for forfeiture. During that six month period, but not thereafter, any judge may set aside the forfeiture order upon proper showing of cause therefor. No obligation to pay to the county sums so ordered forfeited exists unless the forfeiture is not set aside within said six-month period. For the purpose of determining when said \$2,500 shall have accrued to the county law library the final forfeiture shall be deemed to occur at the end of the six-month period.

Subd. 10. **Order for prisoner release.** When a person is confined to the Minneapolis workhouse and a fine is remitted, a sentence stayed or suspended, the person released on parole, or the release of the person secured by payment of the fine in default of which he was committed, the prisoner shall not be released except upon order of the court. A written transcript of such order signed by the clerk and under the court's seal shall be furnished to the superintendent of the Minneapolis workhouse. All costs of confinement or imprisonment in any jail or workhouse shall be paid by the municipality or subdivision of government in Hennepin county in which the violation occurred, except that the county shall pay all costs of confinement or imprisonment incurred as a result of a prosecution of a gross misdemeanor.

Subd. 11. **Fees payable to administrator.** (a) The civil fees payable to the administrator for his services are the same in amount as the fees then payable to the district court of Hennepin County for like services except that upon the filing of an unlawful detainer action a fee of \$10 is payable by the plaintiff, in addition to any library fee otherwise required, when the action is entered in court or when the first paper on the plaintiff's part is filed. Library and filing fees are not required of the defendant in an unlawful detainer action. The fees payable to the administrator for all other services of himself or the court shall be fixed by rules promulgated by a majority of the judges.

(b) Fees are payable to the administrator in advance.

(c) Judgments will be entered only upon written application.

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(d) The following fees shall be taxed in all cases where applicable: (a) The state of Minnesota and any governmental subdivision within the jurisdictional area of any municipal court herein established may present cases for hearing before said municipal court; (b) In the event the court takes jurisdiction of a prosecution for the violation of a statute or ordinance by the state or a governmental subdivision other than a city or town in Hennepin County, all fines, penalties, and forfeitures collected shall be paid over to the treasurer of the governmental subdivision which submitted a case for prosecution under ordinance violation and to the county treasurer in all other cases except where a different disposition is provided by law, in which case, payment shall be made to the public official entitled thereto. The following fees shall be taxed to the county or to the state or governmental subdivision which would be entitled to payment of the fines, forfeiture or penalties in any case, and shall be paid to the clerk of the court for disposing of the matter:

(1) In all cases where the defendant is brought into court and pleads guilty and is sentenced, or the matter is otherwise disposed of without trial ..... \$5.

(2) In arraignments where the defendant waives a preliminary examination ..... \$10.

(3) In all other cases where the defendant stands trial or has a preliminary examination by the court ..... \$15.

(4) In all cases where a defendant was issued a statute, traffic or ordinance violation tag and a fine is paid or the case is otherwise disposed of in a violations bureau ..... \$1.

**Subd. 11a. Governmental units; fee exclusions.** Any provision of law relating to the municipal court of Hennepin county to the contrary notwithstanding, no fees shall be charged by the clerk of said municipal court to any governmental unit of the state of Minnesota or any agency thereof, located in whole or in part within the county of Hennepin when said governmental unit or any agency thereof transacts any business in, or they are a party to any action or proceeding in, the Hennepin county municipal court.

**Subd. 11b. Criminal fees.** Notwithstanding the provisions of subdivision 11a, beginning June 1, 1977, all criminal fees shall be collected in Hennepin county municipal court pursuant to subdivision 11.

**Subd. 12.** [Repealed, 1965 c 845 s 4]

**Subd. 12a. Salaries.** (a) The annual salary of the clerk is \$11,000 per year.

(b) The classifications and annual salaries of the deputy clerks are:

(1) Chief deputy clerk, \$9,000.

(2) Assistant chief deputy clerks, Grade II, \$8,500.

(3) Assistant chief deputy clerks, Grade I, \$8,000.

(4) Deputy clerks, from \$4,800 to \$7,800.

(c) Stenographers, from \$3,600 to \$4,400 annually.

(d) All of the foregoing salaries are payable out of the treasury of the county of Hennepin in semimonthly installments.

(e) Each deputy clerk shall serve in his classification for one year at the minimum salary for that classification, and his salary shall be increased at the end of each year's service by \$300 until such salaries reach the maximum salaries for such classification. Laws 1965, Chapter 845, shall not be construed to reduce the present salary of any deputy clerk. Deputy clerks returning from active service in the armed forces of the United States shall receive automatic salary increases in the same fashion as though the time spent in said active service had been spent as a deputy clerk.

Subd. 13. **Destruction of records.** (a) Upon order of all the judges the clerk may destroy or dispose of all of the following types of files and records of the court which are more than ten years old:

- (1) Garnishment files, uncontested,
- (2) Motion calendars, special term,
- (3) Unlawful detainer calendars, special term,
- (4) Garnishment calendars, special term,
- (5) General term calendars,
- (6) Court reporters note books,
- (7) Receipt books for prisoners,
- (8) Old receipt books for probation department,
- (9) Criminal and ordinance violations files,
- (10) Cash books,
- (11) Depositions,
- (12) Traffic tags.

(b) Upon order of all the judges and upon ten days written notice to the president of the Hennepin county historical society, the clerk may destroy or dispose of all files of civil or garnishment actions and actions of forcible entry or unlawful detainer which were commenced more than 20 years prior to the judges' order and in which no proceedings have occurred within ten years prior to the judges' order.

**History:** 1955 c 215 s 3; 1963 c 877 s 8-17; 1965 c 845 s 1,2; 1965 c 858 s 5; 1967 c 250 s 1; 1967 c 772 s 1; Ex1971 c 9 s 1; 1973 c 123 art 5 s 7; 1977 c 321 s 1; 1979 c 318 s 2; 1983 c 177 s 14

#### **488A.035 DEPUTY CLERKS; DATE OF EMPLOYMENT.**

All persons previously employed as clerks of a municipal court in the county of Hennepin but outside the city of Minneapolis, who on March 1, 1965, were employed as deputy clerks of the municipal court of Hennepin county pursuant to section 488A.116, shall be considered for salary purposes to have commenced their employment on the date they commenced their employment as clerk of a municipal court outside the city of Minneapolis.

**History:** 1965 c 539 s 1

#### **488A.04 PROBATION OFFICERS.**

Subdivision 1. **Appointment; term; removal; suspension.** A majority of the judges shall appoint a chief probation officer. With the approval of a majority of the judges, the chief probation officer shall appoint a chief deputy probation officer, a case-work supervisor, and such number of deputy probation officers, clerks and stenographers as a majority of the judges may from time to time deem necessary, but no new or additional positions may be created without the consent of the board of county commissioners. Each appointment shall be for a term of four years from the respective date of appointment and shall not expire or be suspended by reason of the suspension, removal, termination of appointment, death or other incapacity of the chief probation officer. At any time within six months from the date of his initial appointment, the chief probation officer, the chief deputy probation officer, the case-work supervisor, a deputy probation officer, a clerk or a stenographer, may be removed and his appointment terminated, with or without cause and without prior notice or hearing. At any time the chief probation officer, the chief deputy probation officer, the case-work supervisor, a deputy probation officer, a clerk or a stenographer may be suspended without pay for a period not exceeding 30 days, with

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or without cause, after hearing before a majority of the judges. Except as otherwise provided herein, the chief probation officer, the chief deputy probation officer, the case-work supervisor, a deputy probation officer, a clerk or a stenographer, during his term, may be removed and his appointment terminated only for cause after notice and a hearing before a majority of the judges. Any termination, removal or suspension provided for in this subdivision shall be made by a majority of the judges.

**Subd. 2. Duties and powers.** Probation officers shall be present at such sessions of the court as the judge presiding may direct. The probation officers shall take charge of all persons placed on probation or parole and committed to their care during a probation or parole period and supervise them as the court directs. They are not regular members of any police force, but in the execution of their official duties, they have all the powers of police officers. The chief probation officer shall supervise the other probation officers and may delegate duties and powers to them.

**Subd. 3. Reports to court.** The probation officers shall report to the court verbally or in writing, as the court may direct, regarding the condition, disposition, and other pertinent facts relative to the persons under their care.

**Subd. 4. Offices and supplies.** The board of county commissioners shall provide the probation officers, the case-work supervisor, clerks, and stenographers with suitable furnished offices in the building where the court is held, and with record books, blanks, stationery, postage, and funds required for the performance of their duties.

**Subd. 5. Salaries.** The judges shall fix the amount of compensation to be paid the probation officers, the case-work supervisor, clerks and stenographers. The annual compensation of each shall not exceed:

Chief probation officer, \$10,000;

Chief deputy probation officer, \$9,000;

Case-work supervisor, \$8,250;

Deputy probation officers, \$7,500;

Clerks and stenographers, \$4,900;

Their compensation is payable in equal semimonthly installments out of the county treasury.

*History: 1955 c 215 s 4; 1963 c 783 s 1-3; 1963 c 877 s 18-20; 1965 c 851 s 1-3*

## 488A.05 COURT REPORTERS.

**Subdivision 1. Appointment; oath; tenure; retirement.** Each judge may appoint as his court reporter a competent person skilled in that profession. Each reporter shall take and subscribe an oath to support the Constitutions of the United States and the state of Minnesota and to discharge and perform his duties as a court reporter faithfully and honestly. Each reporter shall file his oath with the county auditor before he enters upon the duties of his office. Each reporter is an officer of the court and holds his office during the pleasure of the judge appointing him and until the judge's successor appoints a court reporter to succeed him, notwithstanding any rule or regulation heretofore or hereafter made by any board or commission of the county establishing and fixing a compulsory age for retirement of employees of the county. It is not compulsory for any such court reporter who is a member of the public employees' retirement association, to become a member of any municipal pension or retirement fund.

**Subd. 2. Duties.** Each reporter shall take or cause to be taken by another skilled court reporter full stenographic notes of all the testimony and other proceedings in all civil actions, all actions for forcible entry and unlawful detainer and all preliminary hearings in criminal actions before the judge so appointing him.

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Unless directed by the judge to do so, he shall not take notes of the opening statements of the judge or counsel, the questioning or selection of the jurors or the arguments of counsel to the court or jury. When requested by the judge, each reporter shall transcribe such notes or any part thereof for the use of the judge or for such other purpose in furtherance of justice as the judge may order, without charge therefor. Each reporter shall furnish a transcript of his notes, or any part thereof, at the request of any party to the action or any other person. He shall be entitled to charge therefor at the rates then prescribed by law for court reporters of the district court for Hennepin county. Whenever a transcript has been filed as required by law, the amount paid by any party for the transcript, if the transcript be used upon a motion for a new trial, appeal, or writ of certiorari, may be taxed and allowed as a disbursement. Each reporter shall act in the capacity of a private secretary to the judge so appointing him in the performance of the judge's official duties.

**Subd. 3. Court reporter's salary.** The annual salary of each reporter is \$8,500 and is payable in semimonthly installments by the county treasurer from any funds in the county treasury not otherwise appropriated.

*History: 1955 c 215 s 5; 1963 c 746 s 1; 1963 c 877 s 21,22; 1965 c 846 s 1*

## 488A.06 BAILIFFS.

**Subdivision 1. Appointment; duties.** The sheriff with approval of a majority of the judges shall assign to the court a sufficient number of deputy sheriffs who shall act as bailiffs of the court. A bailiff shall be in attendance at all sessions of the court involving traffic or criminal matters, and serve all process and warrants and perform such other duties as may be directed by the judges of the court. The county board may with the approval of a majority of the judges contract with any municipality upon such terms as agreed upon for the services of police officers of the municipality to act as bailiffs at all sessions of the court in the municipality. Provided, however, and notwithstanding the provisions of any law to the contrary, the county board and the governing body of any town or city within the county shall have authority to contract for the service of such process and warrants by the police officers of such town or city within their respective boundaries upon such terms and conditions as may be agreed upon between the parties and approved by a majority of the judges of the court. Upon execution of such agreements, a copy thereof shall be delivered to the sheriff who may thereafter deliver for service the process and warrants to the local police officers for service pursuant to the terms of such agreement.

**Subd. 2. Service of papers.** No bailiff shall serve or receive for service any summons or other paper in any forcible entry, unlawful detainer or civil action until the complaint has been filed with the clerk. The bailiff to whom a summons or other paper is delivered for service shall make a prompt return to the clerk showing whether or not it has been served and if not served the reason therefor.

**Subd. 3. Fees and mileage.** The fees and mileage of bailiffs in civil actions and actions of forcible entry and unlawful detainer are the same as those payable to the sheriff of Hennepin county for like services for district court actions. The fees and mileage for all other services of bailiffs shall be fixed by rules promulgated by a majority of the judges. The fee provided for by Chapter 349 of the Laws of 1953 is not payable. No fees or mileage are payable by the state, county or city to bailiffs for their services, except that the county may pay bailiffs for automobile mileage within the limits provided by law when the bailiffs furnish automobiles for use in the performance of their duties. Bailiffs shall make returns showing their fees and mileage after performing such services. The amount of the bailiffs' fees and mileage is payable to the sheriff in advance.

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Subd. 4. **Compensation; gratuities.** Except as provided in subdivision 3 above, such bailiffs shall be paid for their services only the compensation payable to them by the county as bailiffs. If any fee, gratuity, or reward is paid to any bailiff for his services while on duty as a bailiff of the court, he shall forthwith pay it over to the clerk of court for the use of the county. Failure to do so is a misdemeanor and is punishable by a fine not exceeding \$100, or by imprisonment in the county jail or city workhouse for not more than 30 days.

Subd. 5. **Transportation of defendants.** The sheriff of Hennepin county shall transport defendants pursuant to rules promulgated by the court and orders of the court.

**History:** 1955 c 215 s 6; 1963 c 877 s 23-26; 1965 c 494 s 1; 1965 c 858 s 6,7; 1973 c 123 art 5 s 7

**488A.07** [Repealed, 1977 c 286 s 21]

## **488A.08 MISDEMEANOR VIOLATIONS BUREAUS.**

Subdivision 1. **Establishment.** Misdemeanor violation bureaus shall be established at Minneapolis, Bloomington, and at any other northern and western suburban locations dispersed throughout the county as may be designated by a majority of the judges of the court.

Subd. 2. **Supervision.** The court shall supervise and the clerk of municipal court shall operate the misdemeanor violations bureaus in accordance with Rule 23 of the rules of criminal procedure. Subject to approval by a majority of the judges the clerk shall assign one or more deputy clerks to discharge and perform the duties of the bureaus.

Subd. 3. **Uniform traffic ticket.** The county board of Hennepin County may alter by deletion or addition the uniform traffic ticket, provided in section 169.99, in such manner as it deems advisable for use in Hennepin County.

Subd. 4. **Procedure by person receiving misdemeanor citation.** A person who receives a misdemeanor or petty misdemeanor citation shall proceed as follows:

(a) If a fine for the violation may be paid at the bureau without appearance before a judge, the person charged may pay the fine in person or by mail to the bureau within the time specified in the citation. Payment of the fine shall be deemed to be the entry of a plea of guilty to the violation charged and a consent to the imposition of a sentence for the violation in the amount of the fine paid. A receipt shall be issued to evidence the payment and the receipt shall be satisfaction for the violation charged in that citation.

(b) When a fine is not paid, the person charged must appear at a bureau within the time specified in the citation, state whether he desires to enter a plea of guilty or not guilty, arrange for a date for arraignment in court and appear in court for arraignment on the date set by the bureau.

**History:** 1955 c 215 s 8; 1963 c 877 s 30-33; 1965 c 858 s 8,9; 1969 c 501 s 1; 1979 c 233 s 19; 1981 c 235 s 1

## **488A.09 PLEADING, PRACTICE, PROCEDURE, AND FORMS IN CIVIL ACTIONS.**

Subdivision 1. **General.** Pleading, practice, procedure, and forms in civil actions are governed by the rules for municipal courts promulgated from time to time by the supreme court of this state or by the statutes governing in the district court of Hennepin county insofar as the rules promulgated by the supreme court do not contain any applicable provision. The provisions of this act relating to pleading,

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practice, and procedure in civil actions shall be effective as rules of court until modified or superseded by a rule hereafter adopted by the supreme court of this state and upon the adoption hereafter of any rule on the same subject by the supreme court, the provisions of this act, insofar as they are in conflict therewith, shall be of no further force or effect.

**Subd. 2. Court rules.** A majority of the judges may adopt rules governing pleading, practice, procedure and forms for civil actions which are not inconsistent with the provisions of this act, the rules for municipal courts promulgated from time to time by the supreme court of Minnesota or governing statutes.

**Subd. 3. Note of issue; demand for jury trial; waiver of jury trial.** (a) A party desiring to place a cause upon the calendar for trial after issue is joined shall serve a note of issue on all other parties and file it with the clerk, with proof of service, within ten days after service. The note of issue shall state whether the issues are of law or fact, whether trial by jury is demanded or waived, whether a jury of 12 or six is demanded and the name and address of the respective counsel.

(b) If any other party to the action desires a trial by jury when none is demanded in the note of issue served upon him or if any other party desires trial by a jury of 12 when a jury of six is demanded in the note of issue served upon him, then he shall serve a demand for trial by a jury of six or 12 persons on all other parties to the action and file it with the clerk, with proof of service, within ten days after the note of issue was served upon him.

(c) The party demanding a jury trial shall pay to the clerk a jury fee of \$5 for a jury of six or \$10 for a jury of 12 at the time of filing his note of issue or demand. If a party demands a jury of 12 when the note of issue previously served demanded a jury of six, he shall pay a fee of \$5 to the clerk at the time of filing his demand.

(d) If a jury of six or 12 persons is not demanded at the time and in the manner provided in this act, all parties waive trial by a jury of six or of 12, as the case may be. Jury trial may be waived also in the manner provided by rule 38.02 of the rules for municipal courts promulgated by the supreme court of Minnesota, as amended from time to time.

**Subd. 4. Five-sixths verdict.** In any civil action, after six hours of deliberation, the agreement of five-sixths of any jury is a valid verdict. The deliberation of the jury commences when the officer taking charge of the jury has been sworn. The clerk shall enter that time in his records.

**Subd. 5. Costs allowable.** Costs shall be allowed in civil actions as follows:

(a) To the plaintiff upon a judgment in his favor when an issue of fact or law has been joined;

(1) \$10 when the amount of the judgment or the value of the property recovered in a replevin action, exclusive of costs and disbursements, exceeds \$150;

(2) \$5 in all other cases.

(b) \$5 to the plaintiff upon a judgment in his favor when no issue of fact or law has been joined and the amount of the judgment or the value of the property recovered, exclusive of costs and disbursements, exceeds \$150.

(c) To the defendant upon a judgment in his favor on the merits:

(1) \$10 when the amount claimed in the complaint or the alleged value of the property involved in a replevin complaint exceeds \$150;

(2) \$5 in all other cases.

(d) \$5 to the defendant upon a dismissal or discontinuance other than on the merits, regardless of the amount claimed or the value of the property involved.

**Subd. 6. New trial or other determination.** In civil actions the court may:

(a) Grant a new trial to all or any of the parties and on all or part of the issues,

- (b) Grant a motion for judgment notwithstanding the verdict or notwithstanding the jury has disagreed and been discharged,
- (c) Open the judgment if one has been entered,
- (d) Take additional testimony in a case tried without a jury,
- (e) Amend findings of fact and conclusions of law, make new findings and conclusions, and direct entry of a new judgment,
- (f) Correct clerical mistakes in judgments, orders or other parts of the record and errors therein arising from oversight or omission, or
- (g) Relieve a party or his legal representative from a final judgment, order or other proceeding.

Subd. 7. **Lien of judgment; filing of transcript.** (a) No judgment of the municipal court shall attach as a lien upon real estate until a transcript of it is filed and docketed in district court.

(b) Any person who holds a judgment for an amount exceeding \$10, exclusive of interest and costs, may obtain from the clerk a certified transcript of the judgment and may file the transcript in the office of the clerk of the district court of Hennepin county, who shall file and docket it as prescribed by law or court rules;

(c) Upon the filing and docketing of the certified transcript, the judgment becomes a lien upon the real estate of the debtor to the same extent as a judgment of the district court and the judgment thereafter is exclusively under the control of the district court and may be enforced by its process as though originally rendered by the district court.

(d) The clerk of municipal court shall not issue a certified transcript while a writ of execution is outstanding on the judgment. He shall note on the record of the judgment the fact that the transcript has been given and shall not thereafter issue any writ of execution on the same judgment.

Subd. 8. **Writs of replevin, attachment and execution.** Writs of replevin, attachment and execution may be issued in accordance with the practice and procedure for such writs in district court, but a judge rather than a sheriff or police officer shall approve all bonds requiring approval.

Subd. 9. **Satisfaction of execution.** When a writ of execution has been delivered to an officer for enforcement, any person indebted to the judgment debtor may pay the amount of such debt, or so much thereof as may satisfy the execution, to the officer holding the writ and the receipt of that officer reciting the facts is a sufficient discharge and satisfaction of so much of said debt as is so paid.

Subd. 10. **Garnishment.** Proceedings against garnishees may be instituted in the same manner as in the district courts of the state. The garnishment summons may be served either by an officer or any person not a party to the action, at any place within the state of Minnesota, and the service shall in all cases be personal. The disclosure of the garnishee shall be made and all further proceedings had in the same manner as if the proceedings were in the district court, but the summons shall require disclosure within ten days after service, and service upon the judgment debtor shall be made not later than ten days after the service on the garnishee.

**History:** 1955 c 215 s 9; 1967 c 734 s 1; 1969 c 1142 s 20; 1983 c 359 s 70

#### **488A.10 PLEADING, PRACTICE, PROCEDURE, AND FORMS IN CRIMINAL PROCEEDINGS.**

Subdivision 1. **General.** Except as otherwise provided in this chapter but subject to the provisions of section 480.059, pleading, practice, procedure and forms in actions or proceedings charging violation of a criminal law or a municipal ordinance, charter provision or rule are governed by the rules of criminal procedure.

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Subd. 2. **Court rules.** A majority of the judges may adopt rules governing pleading, practice, procedure and forms in actions or proceedings, charging violation of a criminal law or a municipal ordinance, charter provision or rule. The rules shall be consistent with the rules of criminal procedure, the provisions of this chapter and any other statute of this state.

Subd. 3. [Repealed, 1979 c 233 s 42]

Subd. 4. [Repealed, 1979 c 233 s 42]

Subd. 5. [Repealed, 1979 c 233 s 42]

Subd. 6. **Right to jury trial.** In any prosecution brought in a county court or a county municipal court in which conviction of the defendant for the offense charged could result in imprisonment, the defendant has the right to a jury trial.

Subd. 7. **Warrants.** Any judge of the court may issue warrants. The clerk of the court may issue warrants when the offense alleged to have been committed is a violation of a petty misdemeanor law of this state or of a municipal ordinance which is punishable, upon conviction, by a sentence to the payment of a fine only.

Subd. 8. **Probation, parole, stay, suspension.** (a) At the time of imposing sentence, the judge, in his discretion, may stay execution of the sentence for a period not exceeding one year upon such terms and conditions, including probation, as he may deem proper or may order release on parole after part of the sentence has been served. The parole shall be for a period not exceeding one year from the date of commitment and on such terms and conditions, including probation, as the judge may deem proper.

(b) At the time of imposing sentence or at any time thereafter, the sentencing judge, or any other judge when the sentencing judge is not available, may suspend forever the execution of any sentence or the balance of any sentence which has been executed in part.

(c) When a person has been committed to the city workhouse or county jail, the sentencing judge, or any other judge when the sentencing judge is not available, in his discretion, may order the release of such person on parole after part of the sentence is served when satisfied that he will thereafter keep the peace and be of good behavior. The parole shall be for a period not exceeding one year from the date of commitment and on such terms and conditions as the judge deems proper. If a request for parole is denied by the sentencing judge, or any other judge when the sentencing judge is not available, in his discretion, then parole of that person may be granted thereafter only by order of a majority of all the judges.

(d) If any person violates any terms or conditions of a stay, parole or probation, or commits a subsequent violation of any law, charter provision or ordinance, any judge may revoke the stay, parole or probation and cause such person to be arrested and committed for the sentence originally imposed or the balance thereof if a portion of the sentence has been previously served. The revocation may be based on such showing, oral or written, sworn or unsworn, as the judge deems sufficient, and may be made without notice or hearing.

Subd. 9. [Repealed, 1979 c 233 s 42]

Subd. 10. **Minutes of preliminary hearings.** The clerk shall keep minutes of preliminary hearings on indictable offenses and make proper return to the court before which the person charged with the offense may be bound to appear.

Subd. 11. **Prosecuting attorneys.** Except as otherwise provided in this subdivision and section 388.051, subdivision 2, the attorney of the municipality in which the violation is alleged to have occurred has charge of the prosecution of all violations of the state laws, including violations which are gross misdemeanors, and municipal charter provisions, ordinances, rules and regulations triable in the municipi-

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pal court and shall prepare complaints for the violations. The county attorney has charge of the prosecution of a violation triable in municipal court and shall prepare a complaint for the violation:

(a) if he is specifically designated by law as the prosecutor for the particular violation charged; or

(b) if the alleged violation is of state law and is alleged to have occurred in a municipality or other subdivision of government whose population according to the most recent federal census is less than 2500 and whose governing body, or the town board in the case of a town, has accepted this paragraph by majority vote, and if the defendant is cited or arrested by a member of the staff of the sheriff of Hennepin county or by a member of the state patrol.

Paragraph (b) shall not apply to a municipality or other subdivision of government whose population according to the most recent federal decennial census is 2500 or more, regardless of whether or not it has previously accepted the paragraph.

Subd. 12. **Presumption of innocence; conviction of lowest degree.** In an action or proceeding charging a violation of an ordinance of any subdivision of government in the county of Hennepin, if such ordinance is the same or substantially the same as a state law, the provisions of section 611.02, shall apply.

**History:** 1955 c 215 s 10; 1963 c 877 s 34-36; 1965 c 858 s 10,11; 1967 c 734 s 2; 1967 c 772 s 2; 1967 c 846 s 1; Ex1967 c 50 s 3; 1969 c 9 s 89,90; Ex1971 c 27 s 33-35; 1977 c 432 s 32,33; 1979 c 233 s 7,8; 1981 c 37 s 2; 1983 c 177 s 15; 1983 c 345 s 12

## **488A.101 COUNTY ATTORNEY AS PROSECUTOR, NOTICE TO COUNTY.**

A municipality or other subdivision of government seeking to use the county attorney for violations enumerated in section 488A.10, subdivision 11 shall notify the county board of its intention to use the services of the county attorney at least 60 days prior to the adoption of board's annual budget each year.

**History:** 1967 c 772 s 3

## **488A.11 FORCIBLE ENTRY AND UNLAWFUL DETAINER ACTIONS.**

Subdivision 1. **Return days.** Return days for forcible entry and unlawful detainer actions may be fixed by rule promulgated by a majority of the judges.

Subd. 2. **Procedure; forms.** Sections 566.01 to 566.16 apply to the court. The forms therein prescribed, with appropriate modifications, may be used.

Subd. 3. **Default judgments.** Whenever a duly verified complaint in an action of forcible entry or unlawful detainer shows one of the causes of action set forth in section 566.03 and on the return day of the summons the defendant does not appear, the judge, upon proof of the due service of the summons, shall enter an order adjudging the defendant to be in default, and thereafter the clerk shall enter judgment for the plaintiff without the introduction of evidence.

**History:** 1955 c 215 s 11

## **488A.111 PAYMENT OF COURT EXPENSES.**

All salaries of court reporters, the clerk, deputy clerks and all other employees of the county municipal court of Hennepin county, and all expenses of the court shall be paid from the treasury of Hennepin county. The board of county commissioners of Hennepin county is authorized to levy taxes annually against each

dollar of taxable property within the county as may be necessary for the establishment, operation and maintenance of the court.

*History: 1963 c 877 s 43; 1977 c 432 s 34*

#### **488A.112 COURTROOMS.**

The municipal court of the county of Hennepin and its probation office shall occupy the courtrooms and offices presently occupied by the municipal court of the city of Minneapolis until such time as the judges of the court may determine that this space is no longer necessary. The city of Minneapolis shall sell to the county of Hennepin the furniture and supplies in these courtrooms and offices at their fair value.

*History: 1963 c 877 s 44*

#### **488A.113 COURTS ABOLISHED.**

All courts in Hennepin County except district and probate courts are abolished as of January 1, 1965. The municipal court of the city of Minneapolis is merged into the municipal court of the county of Hennepin as hereinafter provided, as of January 1, 1965.

*History: 1963 c 877 s 45; 1979 c 41 s 5*

#### **488A.114 MS 1971 [Transitional]**

#### **488A.115 EMPLOYEES OF THE MUNICIPAL COURT OF THE CITY OF MINNEAPOLIS.**

Except as otherwise provided in Laws 1963, Chapter 877, the judges and employees of the municipal court of the city of Minneapolis, including court reporters and the employees in the probation office, on December 31, 1964, shall become employees of the municipal court of Hennepin county in the same positions for the same terms and at the same salaries.

*History: 1963 c 877 s 47; 1981 c 224 s 217*

#### **488A.116 EMPLOYEES OF MUNICIPAL COURTS OUTSIDE THE CITY OF MINNEAPOLIS.**

All persons who on May 1, 1963, were full time clerks of municipal courts outside of the city of Minneapolis shall be given preference in the hiring of clerks or deputy clerks under Laws 1963, Chapter 877.

*History: 1963 c 877 s 48*

#### **488A.117 MS 1971 [Transitional]**

#### **488A.118 MS 1971 [Expired]**

#### **488A.119 BAILIFFS, DEPUTY CLERKS AND LAW CLERKS; APPOINTMENT, TENURE; OATH AND BOND; SALARIES.**

A majority of the judges may appoint an individual or individuals to perform the function of court room bailiff, deputy clerk and law clerk or any combination thereof. The appointment may be terminated by a majority of the judges without hearing or notice. A majority of the judges may establish requirements as to oath and bond. The salary or salaries of said individual or individuals shall be set by the

Hennepin county board of commissioners and shall be paid by the Hennepin county treasurer.

**History:** 1965 c 858 s 13

### CONCILIATION COURT, HENNEPIN COUNTY

#### 488A.12 ESTABLISHMENT; JURISDICTION; POWERS; COMPUTATION OF TIME.

Subdivision 1. **Establishment.** There is hereby established a conciliation court of the county of Hennepin with the jurisdiction and powers hereinafter stated.

Subd. 2. **Court of record; seal; separate court.** The conciliation court is a court of record with its own seal. It is separate from the municipal court of the county of Hennepin.

Subd. 3. **Jurisdiction.** (a) Excepting actions involving title to real estate, the court has jurisdiction to hear, conciliate, try, and determine civil actions at law where the amount in controversy does not exceed the sum of \$1,250. The territorial jurisdiction of the court is coextensive with the geographic boundaries of the county of Hennepin.

(b) Notwithstanding the provisions of paragraph (a), or any rule of court to the contrary, the conciliation court of Hennepin county has jurisdiction to determine an action brought pursuant to section 504.20 for the recovery of a deposit on rental property located in whole or in part in Hennepin county, and the summons in the action may be served anywhere within the state of Minnesota.

(c) Notwithstanding the provisions of paragraph (a), or any rule of court to the contrary, the conciliation court of Hennepin county has jurisdiction to determine a civil action commenced by a plaintiff, a resident of Hennepin county, to recover the amount of a dishonored check issued in the county, even though the defendant or defendants are not residents of Hennepin county, if the notice of nonpayment or dishonor described in section 609.535, subdivision 3, is sent to the maker or drawer as specified therein and the notice states that the payee or holder of the check may commence a conciliation court action in the county where the dishonored check was issued to recover the amount of the check. This clause does not apply to a check that has been dishonored by a stop payment order. Notwithstanding any law or rule of civil procedure to the contrary, the summons in any action commenced under this clause may be served anywhere within the state of Minnesota. The conciliation court administrator shall attach a copy of the dishonored check to the summons before it is issued.

Subd. 4. **Powers, issuance of process.** The court has all powers, and may issue such process, as is necessary or proper to carry out the purposes of this act.

Subd. 5. **Continuous terms.** The judges shall hold terms of court continuously to hear and dispose of all claims as promptly as feasible after filing.

Subd. 6. **Rules of pleading, practice and procedure.** A majority of the judges may promulgate rules governing pleading, practice and procedure which are not inconsistent with the provisions of this act.

Subd. 7. **Computation of time.** In computing any period of time prescribed or allowed by this act, the day of the act, event, or default after which the designated period of time begins to run is not to be included. The last day of the period so computed is to be included, unless it is a Saturday, Sunday or a legal holiday, in which event the period runs until the end of the next day which is neither a Saturday, Sunday nor a holiday. When the period of time prescribed or allowed is

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less than seven days, intermediate Saturdays, Sundays and holidays shall be excluded in the computation.

*History: 1955 c 129 s 1; Ex1961 c 83 s 1; 1963 c 877 s 37,38; 1969 c 970 s 2; Ex1971 c 9 s 2,3; 1976 c 57 s 1; 1977 c 129 s 4; 1977 c 432 s 35; 1982 c 398 s 13; 1982 c 542 s 2; 1983 c 225 s 8*

## 488A.13 JUDGES; CLERKS; REPORTERS; SALARIES; QUARTERS.

**Subdivision 1. Judges of municipal court serve as judges; referees for conciliation court.** (a) The judges of the municipal court of the county of Hennepin shall serve as judges of the conciliation court for the periods and rotation as they determine. While serving they shall act and be known as conciliation judges.

(b) The municipal judge who conducts the conciliation court hearing shall act upon all applications to vacate a judgment or an order for judgment and sign the certificate upon a removed cause. However, any other municipal judge may act upon an application or sign a certificate in the event that the judge who conducted the hearing has not previously denied the application promptly or signed the certificate due to expiration of his term, death, disability, absence from the courthouse or any other cause.

(c) A majority of the judges of municipal court may appoint one or more suitable persons to act as referees in conciliation court. A majority of the judges of municipal court shall establish qualifications for the office, specify the duties and length of service of referees, and fix their compensation not to exceed an amount per day determined by the board of county commissioners.

**Subd. 2. Clerk of municipal court; duties; records.** (a) The clerk of the municipal court shall serve as the clerk of the conciliation court. He shall delegate deputy clerks of the municipal court to assist him in performing his duties under sections 488A.12 to 488A.17. The clerk shall keep the records and accounts and perform other duties prescribed by the judges. He shall account for and pay over to the county of Hennepin all fees received by him in the same fashion as required in his capacity as clerk of municipal court.

Under the supervision of the conciliation court judges, the clerk shall explain to litigants the procedures and functions of the conciliation court and shall assist them in filling out all forms and pleadings necessary for the presentation of their claims or counterclaims to the court. The clerk shall assist judgment creditors and judgment debtors in the preparation of the forms necessary to obtain satisfaction of a final judgment. The performance of duties described in this subdivision shall not constitute the practice of law.

(b) The clerk may, upon the consent of all the judges of municipal court of the county of Hennepin, destroy or dispose of all the following files and records of the court, which have been on file for more than 20 years:

- (1) Complaint files;
- (2) Transcript receipts;
- (3) Cash receipt books;
- (4) Canceled checks.

**Subd. 3. Court reporter, duties.** Each court reporter appointed by a judge of municipal court shall assist that judge in performing his duties as conciliation judge, but, unless ordered to do so by that judge he shall not take official notes of any trial or proceedings in conciliation court.

**Subd. 4. Salaries; oaths; bonds.** The judges, clerk, deputy clerks, and court reporters shall receive only their salaries payable for serving as officers of municipal court while serving in conciliation court. All oaths taken and bonds given by the

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judges, clerk, deputy clerks and court reporters for their respective offices in municipal court include their acts as officers of conciliation court, whether or not so expressed therein.

**Subd. 5. Quarters for court, supplies.** The county of Hennepin shall provide suitable quarters for the court, and court may be held at any of the regular places of holding court set forth in section 488A.01, subdivision 9, clause (a), as may be designated by a majority of the judges of the court, and the applicable provisions of said section 488A.01, subdivision 12, shall apply. In addition to the regular places and times of holding court, the county board may direct conciliation court sessions to be held at specified times during the evening and on Saturday and at specified locations throughout the county. The clerk shall procure and furnish all necessary blanks, stationery, books, furniture, furnishings and other supplies for the use of the court and the officers thereof at the expense of the county with the consent of the county board and under the supervision and approval of a majority of the judges.

**History:** 1955 c 129 s 2; 1961 c 426 s 1; 1961 c 486 s 1; Ex1961 c 83 s 2; 1963 c 877 s 39; 1967 c 842 s 1; 1969 c 970 s 3; Ex1971 c 9 s 4; 1975 c 269 s 2; 1975 c 328 s 1; 1976 c 2 s 143; 1981 c 235 s 2; 1984 c 575 s 5

## **488A.14 COMMENCEMENT OF ACTION; FILING FEE; REQUISITES OF CLAIM; SUMMONS; COUNTERCLAIM; REPLEVIN.**

**Subdivision 1. Commencement of action.** An action is commenced against each defendant when the complaint is filed with the clerk of conciliation court and a filing fee of \$2 is paid to the clerk or the prescribed affidavit in lieu of filing fee is filed.

**Subd. 2. Filing fee, affidavit of inability to pay.** If the plaintiff or the defendant signs and files with the clerk an affidavit that he has no money or property and is unable to pay a filing fee, no fee shall be required for the filing of his claim or counterclaim. If the affiant prevails on his claim or counterclaim, the amount of the filing fee which would have been payable by him shall be included in the order for judgment and paid to the clerk of conciliation court by the affiant out of any money recovered by him on the judgment.

**Subd. 3. Claim, verification, contents.** The claim must be verified by the plaintiff or his attorney and shall contain a brief statement of the amount, date of accrual, and nature of the claim and the name and address of the plaintiff, the plaintiff's attorney (if any) and the defendant. If the plaintiff is not represented by an attorney, the clerk shall draw up the claim on request.

**Subd. 3a. Uniform complaint or counterclaim, acceptance by clerk.** A complaint or counterclaim in the uniform form prescribed by the supreme court pursuant to section 487.23 shall be accepted by the clerk of conciliation court and shall be forwarded together with the entire filing fee, if any, to the clerk of the appropriate conciliation court.

The conciliation court shall accept a uniform complaint or counterclaim which has been properly completed and which has been properly forwarded to the court by another conciliation court.

**Subd. 4. Hearing, date; summons.** When an action has been properly commenced, the clerk shall set a date for court hearing and advise the plaintiff of the date set. The clerk shall promptly summon the defendant by mail or by personal service in the manner provided for personal service of a summons of the municipal court. The summons shall state the amount and nature of the claim, require the defendant to appear at the hearing, specify that if he does not appear judgment by default will be entered against him for the relief demanded and summarize the requirements for filing a counterclaim. Unless otherwise ordered by a judge, the

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hearing date shall be not less than 15 days from the date of mailing or service of the summons.

Subd. 5. **Counterclaim.** (a) The defendant may interpose as counterclaim any claim within the jurisdiction of the court which he has against the plaintiff whether or not arising out of the transaction or occurrence which is the subject matter of the plaintiff's claim.

(b) The counterclaim shall be interposed by filing with the clerk a brief statement of the amount, date of accrual and nature of the counterclaim, verified by the defendant or his attorney, and paying a filing fee of \$2 to the clerk. If the defendant is not represented by an attorney the clerk shall draw up the counterclaim on request.

(c) The clerk shall note the filing of the counterclaim on the original claim, promptly notify the plaintiff or his attorney by mail of the filing and set the counterclaim for hearing on the same date as the original claim.

(d) The counterclaim shall be filed not less than five days before the date set for court hearing. The judge, in his discretion, may thereafter allow the filing of a written or oral counterclaim before or after hearing the merits of the claim and counterclaim. The judge, in his discretion, may require the payment of absolute or conditional costs up to \$25 by the defendant as a condition of allowing late filing in the event that a continuance is requested by the plaintiff and is granted because of such late filing.

(e) If the defendant has a counterclaim arising out of the same transaction or occurrence which exceeds the jurisdiction of the court and the defendant files an affidavit by himself or his attorney with the clerk not less than five days before the date set for court hearing showing that he has filed with the clerk of a specified other court of competent jurisdiction a summons and complaint seeking recovery from the plaintiff on the counterclaim and stating the nature and amount thereof, the clerk shall strike the action from the calendar and so advise the plaintiff or his attorney by mail. If the plaintiff not less than 30 days nor more than three years after the filing of such an affidavit shall file an affidavit showing that he has not been served with a summons in the other action or that the other action has been finally determined, the clerk shall again set the cause for court hearing and summon the defendant in the same manner as for the initial hearing and the court shall proceed to hear and determine plaintiff's claim. If no such counter affidavit is filed by plaintiff within three years, his original claim is dismissed without prejudice without any further action by the clerk or any judge. Prior to the expiration of this three year period the plaintiff's original claim may be dismissed by plaintiff or by court order at a hearing upon motion of the defendant.

Subd. 6. **Replevin.** If the controversy concerns the ownership or possession, or both, of personal property the value of which does not exceed the sum of \$1,250, the judge in his discretion, may direct an officer of the court to take possession of the property immediately and hold it subject to the further order of the court, without the giving of any bond whatever.

Subd. 7. **Third party complaints.** Third party complaints shall be governed by Municipal Court Rule 14 with the exception that such actions must be commenced within 20 days after service of summons or notice of counterclaim. The fee for the filing of a third party complaint shall be the same as for the filing of a complaint or counterclaim.

**History:** 1955 c 129 s 3; 1967 c 734 s 3,4; Ex1971 c 9 s 5; 1974 c 179 s 1,2; 1976 c 57 s 3; 1977 c 175 s 3; 1982 c 398 s 14; 1982 c 542 s 3

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## **488A.15 HEARING; ATTORNEYS; EVIDENCE; CONCILIATION; DETERMINATION; DEFAULT; DISMISSAL; CONTINUANCE.**

Subdivision 1. **Testimony, exhibits.** At the court hearing a conciliation judge shall hear the testimony of the respective parties and consider any exhibits offered by them and may also hear any witnesses introduced by either party.

Subd. 2. **Appearance of parties, attorneys.** Any party may appear in his own behalf without an attorney, or may retain and be represented by a duly admitted attorney who may participate in the hearing to the extent and in the manner that the judge, in his discretion, deems helpful to accomplish the purposes of this act.

Subd. 3. **Evidence admissible.** At the hearing the judge normally shall receive only evidence admissible under the rules of evidence, but in the interests of justice and the summary determination of causes before him he may receive evidence not so admissible.

Subd. 4. **Conciliation.** The judge may attempt to conciliate the parties. If the parties agree on a settlement the judge shall order judgment in accordance with that settlement.

Subd. 5. **Determination, order for judgment.** If the parties do not agree upon a settlement, the judge shall summarily hear and determine the cause and order judgment.

Subd. 6. **Satisfaction of judgment by installment payments.** Any judgment ordered may provide for satisfaction by payments in installments in such amounts and at such times, not exceeding one year for the last installment, as the judge determines to be just and reasonable. If any installment is not paid when due the entire balance of the judgment order becomes immediately due and payable.

Subd. 7. **Defendant, failure to appear.** If the defendant, after being summoned as provided by this act, fails to appear at the time set for hearing, the judge may hear the plaintiff or his attorney and order judgment by default or he may fix a later date for hearing in accordance with what appears just and reasonable. If a later date be set for hearing the clerk shall notify the defendant by mail.

Subd. 8. **Plaintiff failing to appear, defendant appearing.** (a) If the plaintiff fails to appear at the time set for hearing and the defendant does appear, the judge may hear the defendant and order judgment of dismissal on the merits, order the cause dismissed without prejudice, fix a later date for hearing or make such other disposition as is just and reasonable.

(b) If both parties are present or represented at the hearing, the judge, in his discretion, on motion of the plaintiff, may grant dismissal without prejudice either before or after hearing evidence.

(c) If a later date be set for hearing the clerk shall notify by mail any party not present or represented at the hearing.

Subd. 9. **Continuance, further hearing, re-setting.** On proper showing of good cause, a continuance, further hearing or re-setting may be ordered on motion of either party. The court may require payment of costs, conditional or absolute, not to exceed \$25 to the other party as a condition of such an order. The clerk shall give notice of any continuance, further hearing or re-setting by mail to any party who does not have other notice thereof.

**History:** 1955 c 129 s 4

## **488A.16 NOTICE OF ORDER FOR JUDGMENT; ENTRY OF JUDGMENT; COSTS AND DISBURSEMENTS; PAYMENTS; VACATING; DOCKETING.**

Subdivision 1. **Notice of order.** The clerk shall promptly mail to each party a notice of the order for judgment which the judge enters. The notice shall state the

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number of days allowed for obtaining an order to vacate where there has been a default or for removing the cause to municipal court. The notice shall contain a statement that if the cause is removed to municipal court, the court may, in its discretion, allow the prevailing party to recover from the aggrieved party an amount not to exceed \$50 as costs if the prevailing party on appeal is not the aggrieved party in the original action.

**Subd. 2. Entry of judgment.** The clerk shall enter judgment forthwith as ordered by the court, dating the judgment entry the same date as notice is mailed to the parties. Unless: (1) otherwise ordered by a judge, (2) payment has been made in full, (3) removal to municipal court has been perfected or (4) an order vacating the prior order has been filed, the judgment so entered by the clerk becomes finally effective 20 days after the mailing of notice.

**Subd. 3. Costs and disbursements.** The judge, in his order for judgment, shall include any filing fee paid by the prevailing party, may include any disbursements incurred by the prevailing party covering items taxable in civil actions in the municipal court, and may include or adjust for any sum which he deems proper to cover all or part of conditional costs previously ordered to be paid by either party. No other costs shall be allowed to a prevailing party.

**Subd. 4. Payment of judgment, record.** The losing party may pay all or any part of the judgment to the clerk for the benefit of the prevailing party or may pay the prevailing party directly and so advise the clerk. The clerk shall make an appropriate entry on his records when any payment has been made to him or when satisfied that any payment to the prevailing party has been made.

**Subd. 5. Vacation of order for judgment within twenty days.** When a default judgment or a judgment of dismissal on the merits has been ordered for failure to appear, the judge, within 20 days after notice thereof was mailed, may vacate the order for judgment ex parte and grant a new hearing, if the defaulting party shows lack of notice, mistake, inadvertence, or excusable neglect as the cause of his failure to appear. Absolute or conditional costs not exceeding \$25 to the other party may be ordered as a prerequisite to that relief. The clerk shall notify the other party by mail of the new hearing date.

**Subd. 6. Vacation of judgment after twenty days.** When a defendant shows that he did not receive a summons before the hearing within sufficient time to permit a defense and that he did not receive notice of the order for default judgment within sufficient time to permit him to make application for relief within 20 days or shows other good cause within six months from the date of entry of judgment, a judge may vacate a default judgment with or without payment of absolute or conditional costs. The clerk shall notify the parties by mail of the new hearing date.

**Subd. 7. Absolute or conditional costs; filing of orders.** When a judge orders payment of absolute or conditional costs as a condition of an order under any provision of this act, the amount shall be paid to the clerk before the order becomes effective or is filed. Every such order is invalid unless filed with the clerk within five days after its date. Conditional costs shall be held by the clerk to abide the final order entered in the cause. Absolute costs shall be paid over by the clerk forthwith to the other party as his absolute property.

**Subd. 8. Docketing and enforcement in municipal court.** When a judgment has become finally effective under subdivision 2, the judgment creditor may obtain a transcript of the judgment from the clerk of conciliation court on payment of a fee of fifty cents and file it with the clerk of the municipal court of the county of Hennepin. After filing of the transcript, the judgment becomes, and is enforceable as, a judgment of the municipal court. No writ of execution or garnishment summons may be issued out of conciliation court. If (1) a conciliation court judgment has been docketed as a municipal court judgment for a period of at least

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30 days, (2) the judgment is not satisfied, and (3) the parties have not otherwise agreed, the municipal court shall, upon the request of the judgment creditor, order the judgment debtor to mail to the judgment creditor information as to the nature, amount, identity, and location of all his assets, liabilities, and personal earnings. The information shall be provided on a form prescribed by the supreme court and shall be sufficiently detailed to enable the judgment creditor to obtain satisfaction of the judgment by way of execution on nonexempt assets and earnings of the judgment debtor. The form shall be written in a clear and coherent manner using words with common and everyday meanings, shall summarize the execution and garnishment exemptions and limitations applicable to assets and earnings, and shall permit the judgment debtor to identify on the form those assets and earnings that he considers to be exempt from execution or garnishment. The order shall contain a notice that failure to complete the form and mail it to the judgment creditor within ten days after service of the order may result in a citation for contempt of court unless the judgment is satisfied prior to the expiration of that period. A judgment debtor who intentionally fails to comply with the order of the court may be cited for civil contempt of court.

*History: 1955 c 129 s 5; 1963 c 877 s 40; Ex1971 c 9 s 6; 1974 c 179 s 3,4; 1982 c 542 s 4-6; 1984 c 575 s 6,7*

## **488A.17 REMOVAL OF CAUSE TO MUNICIPAL COURT.**

**Subdivision 1. Trial de novo.** Any person aggrieved by an order for judgment entered by a conciliation judge after a contested hearing may remove the cause to the municipal court of the county of Hennepin for trial de novo.

**Subd. 2. Procedure for removal of cause.** No cause shall be removed by the aggrieved party unless all of the following acts are performed within 20 days after the date the clerk mailed to him notice of the order for judgment:

(a) Serving on the opposing party or his attorney a demand for removal of the cause to the municipal court for trial de novo stating whether trial by a jury of six persons or by the court without a jury is demanded. Service shall be made upon a party by mail or by personal service in accordance with the provisions for personal service of a summons in the municipal court or shall be made upon the party's attorney in accordance with the provisions for service of a notice of motion upon an attorney in the municipal court. The demand shall show the office address of the attorney for each party and the residence address of each party who does not have an attorney.

(b) Filing with the clerk of conciliation court the original demand for removal and proof of service thereof. If the opposing party or his attorney cannot be found and service of the demand is made within the 20 day period, the aggrieved party may file with the clerk within the 20 day period the original and a copy of the demand, together with an affidavit by himself or his attorney showing that due and diligent search has been made and that the opposing party or his attorney cannot be found. The filing of this affidavit shall serve in lieu of making service and filing proof of service. When an affidavit is filed, the clerk shall mail the copy of the demand to the opposing party at his last known residence address.

(c) Filing with the clerk of conciliation court an affidavit by the aggrieved party or his attorney stating that the removal is made in good faith and not for the purpose of delay.

(d) Paying to the clerk of conciliation court \$2 when the demand is for trial by court or \$7 when the demand is for trial by a jury of six persons.

**Subd. 3. Limited removal of cause, procedure.** (a) When a motion for vacation of a judgment or an order for judgment under subdivision 5 or 6 of section

488A.16 has been denied, the aggrieved party may demand limited removal to the municipal court of the county of Hennepin for hearing de novo of his motion. The demand for limited removal and notice of the hearing de novo must be served by the aggrieved party on the other party in accordance with the provisions of subdivision 2(a). The original demand and notice, with proof of service, must be filed with the clerk of conciliation court within 20 days after the motion has been denied, or the original and one copy of the demand and notice, together with an affidavit similar to that required by subdivision 2(b) must be filed with the clerk of conciliation court within the 20 day period. When an affidavit is filed, the clerk shall mail the copy of the demand and notice to the other party at his last known residence address. The aggrieved party shall pay a fee of \$2 to the clerk of conciliation court for filing the demand and notice. This fee shall not be recoverable as a disbursement. The notice shall set a date for hearing de novo at a special term of the municipal court not less than ten days nor more than thirty days subsequent to the date of filing the original demand and notice.

(b) The clerk of conciliation court thereupon shall pay over to the municipal court the \$2 fee and file in municipal court the removal demand and notice together with all orders, affidavits, and other papers filed in conciliation court. The clerk of municipal court shall then place the cause on the special term calendar of the municipal court for hearing on the date specified in the notice.

(c) A municipal judge, other than the conciliation judge who denied the motion, shall hear the motion de novo at special term and may deny the motion, without allowance of costs, or grant the motion, with or without the allowance of absolute or conditional costs. At the hearing de novo the municipal judge shall consider the entire file of the conciliation court together with any subsequent affidavits of showing made by either party.

(d) The clerk of municipal court shall send a copy of the order made after the de novo hearing to both parties and return the file to the clerk of conciliation court.

**Subd. 4. Demand for trial by jury.** If the opposing party desires trial by a jury of six persons when none is demanded in the demand for removal, he shall: (a) serve a demand for trial by a jury of six persons on the aggrieved party, (b) file the demand with proof of service with the clerk of conciliation court within ten days after the demand for removal was served upon him, and (c) pay to the clerk of conciliation court at the time of such filing a fee of \$5.

**Subd. 5. Waiver of trial by jury.** If a jury of six persons is not demanded within the time limits and in the manner provided in this act, all parties waive trial by a jury of six persons.

**Subd. 6. Removal, when perfected; vacation of order for judgment; certificate by judge.** When all removal papers have been properly filed and all requisite fees have been paid by the aggrieved party as herein provided, the removal is perfected. Thereupon the conciliation judge shall make and file an order vacating the order for judgment in conciliation court and a certificate setting out in general terms the proceedings had, the issues tried and the order entered.

**Subd. 7. Clerk's duties upon removal.** After the judge's order and certificate have been filed, the clerk of conciliation court shall pay over to the municipal court the removal and jury fees paid to him hereunder and shall file in municipal court all claims, orders, certificates and other papers filed in conciliation court in connection with the cause and its removal to municipal court.

**Subd. 8. Note of issue not necessary.** No note of issue for trial in municipal court need be filed. The removed cause shall be brought on for trial in the same manner and substantially the same order as though a note of issue had been filed in municipal court on the date the claim was filed in conciliation court.

Subd. 9. **Issues for trial, amendments.** The issues for trial in municipal court shall be those in conciliation court as set forth in the judge's certificate, but a party may be allowed to amend the issues in municipal court on motion following the same procedure and subject to the same limitations as would apply if the motion were for amendment of the pleadings after a responsive pleading had been served in an action originally brought in municipal court. The court may grant an amendment which increases the amount claimed by either party to an amount in excess of the jurisdiction of conciliation court but not in excess of the jurisdiction of municipal court. The court may allow pleadings to be amended to add a new cause of action by way of counterclaim or otherwise if the new cause of action has not been barred by a statute of limitation of action before the date when the motion for amendment is heard by the court.

Subd. 10. **Costs and disbursements for prevailing party.** (a) The prevailing party in a removed cause may tax and recover from the other party \$5 as costs together with his disbursements incurred in conciliation and municipal court; except that if the prevailing party, on appeal, is not the aggrieved party in the original action, the court may, in its discretion, allow such prevailing party to tax and recover from the aggrieved party an amount not to exceed \$50 as costs.

(b) For the purpose of this subdivision, an "aggrieved party" means the party who demands removal to municipal court and means the first party who serves, or files in lieu of serving, a demand for removal if another party also demands removal, and an "opposing party" means any party as to whom the aggrieved party seeks a reversal in whole or in part by removal of the cause to municipal court.

(c) The aggrieved party is the prevailing party in municipal court:

(1) If the aggrieved party recovers any amount or any property in municipal court when the aggrieved party had been denied recovery of any amount or any property by the conciliation judge,

(2) If the opposing party does not recover any amount or any property from the aggrieved party in municipal court when the opposing party had recovered some amount or some property by the order of the conciliation judge,

(3) If the aggrieved party recovers an amount or value of property in municipal court which is at least \$25 in excess of the amount or value of property which the aggrieved party recovered by the order of the conciliation judge or

(4) If the opposing party recovers from the aggrieved party an amount or value of property in municipal court which is at least \$25 less than the amount or value of property which the opposing party recovered by the order of the conciliation judge.

(d) In all other situations the opposing party shall be deemed to be the prevailing party in municipal court.

(e) Costs or disbursements in the conciliation or municipal court shall not be considered in determining whether there was a recovery by either party in either court or in determining the difference in recovery under this subdivision.

Subd. 11. **Pleading, practice, and procedure.** Except as otherwise expressly provided in this act, pleading, practice and procedure in a removed cause are the same as in an action originally brought in municipal court.

Subd. 12. **Appeals.** Causes removed to municipal court from conciliation court may be appealed to the court of appeals as in other civil cases.

**History:** 1955 c 129 s 6; 1963 c 877 s 41,42; 1967 c 734 s 5-7; 1969 c 970 s 4; 1974 c 179 s 5-7; 1982 c 542 s 7,8; 1983 c 247 s 180

### MUNICIPAL COURT, RAMSEY COUNTY

#### 488A.18 ESTABLISHMENT; JURISDICTION; POWERS; APPEALS.

Subdivision 1. **Establishment confirmed.** There is hereby created a municipal court of Ramsey county with the jurisdiction and powers hereinafter stated.

Subd. 2. **Court of record.** The court is a court of record with an administrator and a seal.

Subd. 3. **Powers of court.** Except as otherwise provided in this act, the court has all the powers of the district court of this state. It may issue all civil and criminal process necessary or proper to enforce and effectuate its jurisdiction and determinations.

Subd. 4. **Civil jurisdiction.** (a) Excepting cases involving title to real estate, the court has jurisdiction to hear, try and determine civil actions at law in which the amount in controversy does not exceed \$15,000, exclusive of interest and costs. The territorial jurisdiction of the court is coextensive with the geographic boundaries of the county of Ramsey.

(b) The court also has jurisdiction, within the limitations provided in this subdivision, to hear, try and determine civil actions commenced by a plaintiff, resident of Ramsey county, where the action arose out of alleged negligent operation of a motor vehicle in Ramsey county, notwithstanding that the defendant or defendants are not residents of the county. Notwithstanding any law or rule of civil procedure to the contrary, the summons in the action may be served anywhere within the state of Minnesota.

(c) Notwithstanding the provisions of clause (a) or any rule of court to the contrary, the municipal court of Ramsey county has jurisdiction to determine an action brought pursuant to section 504.20 for the recovery of a deposit on rental property located in whole or in part in Ramsey county, and the summons in the action may be served anywhere within the state of Minnesota.

Subd. 5. [Repealed, 1973 c 708 s 37]

Subd. 6. **Forcible entry and unlawful detainer or unlawful removal or exclusion.** Whether or not the title to real estate is involved, the court has jurisdiction of actions of forcible entry and unlawful detainer or actions for unlawful removal or exclusion pursuant to section 566.175, involving land located wholly or in part within Ramsey County and, notwithstanding any provision of subdivision 8 to the contrary, of actions seeking relief for code violations pursuant to sections 566.18 to 566.33 involving premises located wholly or partly within Ramsey County.

Subd. 7. **Criminal jurisdiction.** The court has jurisdiction to hear, try and determine any charge of violation within Ramsey county of:

(1) A criminal law of this state constituting a misdemeanor or gross misdemeanor and any offense of this state which constitutes a petty misdemeanor,

(2) Any ordinance, charter provision, rule or regulation of any subdivision of government in the county of Ramsey, or

(3) Any ordinance, charter provision, rule or regulation of the Minneapolis-Saint Paul Metropolitan Airports Commission,

(4) Any ordinance, rule or regulation of the regents of the University of Minnesota.

Subd. 8. **Exceptions to jurisdiction.** The court does not have jurisdiction:

(a) Of any action where the relief asked for is purely equitable in its nature,

(b) Of an action for divorce,

(c) To issue any extraordinary writ, nor

(d) To issue any order in proceedings supplementary to execution.

Subd. 9. **Service.** All civil and criminal process and orders may be served and enforced anywhere within the state of Minnesota.

Subd. 10. **Place of holding court.** The county of Ramsey shall provide suitable quarters for the holding of regular terms of court at all places where court sessions are conducted. Regular court sessions shall be conducted in the cities of

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New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake, and Saint Paul, upon filing with the administrator of the court a copy of a resolution of the governing body of the city requesting that court be held therein on or before July 1, 1974. At the places of holding regular terms of court established pursuant to this subdivision the court shall conduct the trials required by subdivision 13 and, in addition, shall discharge such additional functions as the court may determine. No function which was performed at any such regular place of holding court by a municipal court in existence prior to January 1, 1975, shall be discontinued at such place except by consent of the governing body of the city in which the court is conducted and upon the affirmative vote of eight judges of the court.

Subd. 11. **Continuous terms.** The court shall be in continuous session and deemed open at all times except Sundays and legal holidays.

Subd. 12. [Repealed, 1977 c 432 s 49]

Subd. 13. **Trial of criminal actions.** All charges of misdemeanors, gross misdemeanors, petty misdemeanors and ordinance violations shall be tried in the municipality where the alleged violation occurred. If there is no court located in the municipality, then the trial of the charges shall take place at the nearest place of holding court. In addition to any daytime arraignments as the court may establish, traffic and criminal arraignments shall be held at least once each week in the evening after 7:00 p.m. if so requested by the governing body of a city in which a court is situated as provided by Laws 1973, Chapter 708 by a resolution filed with the administrator of court.

Subd. 14. **Appeals.** Appeals from the county municipal court to the court of appeals shall be subject to the provisions of section 487.39 and the rules of appellate procedure.

Subd. 15. **Removal to district court.** Whenever a counterclaim in excess of \$6,000 is asserted, an equitable defense interposed, or it shall otherwise appear that the court is without jurisdiction in a cause pending therein, the fact shall be recorded, and the clerk shall transmit to the clerk of the district court a certified transcript of the record and all papers filed in the case. Thereafter the cause shall proceed to judgment in the district court as if it had there been commenced, and the costs shall abide the event.

**History:** 1961 c 436 s 1; 1965 c 695 s 1; 1967 c 747 s 1; Ex1971 c 27 s 36; 1973 c 360 s 2; 1973 c 421 s 8; 1973 c 611 s 4; 1973 c 708 s 1-4,36; 1974 c 397 s 1,2,16; 1975 c 410 s 8; 1977 c 129 s 5; 1977 c 432 s 36,37; 1979 c 56 s 9; 1979 c 95 s 2; 1982 c 398 s 15-18; 1983 c 247 s 181

## 488A.19 JUDGES.

Subdivision 1. **Number of judges.** There are eleven judges of the municipal court of the county of Ramsey.

Subd. 2. **Qualifications and oath.** Each judge shall be a person learned in the law who is admitted and qualified to practice in the supreme court of this state and is a resident of the county of Ramsey in this state. Before entering upon the duties of office, each judge shall take and subscribe an oath, in the form prescribed by law for judicial officers, and shall file that oath in the office of the county auditor. No judge shall practice as an attorney or counselor at law, except in cases in which he is a party in interest.

Subd. 3. **Term; vacancies; appointments and election.** (a) Each elected judge holds office for six years beginning the first Monday in January next succeeding his election.

(b) Whenever there is a vacancy in the office of judge the governor shall appoint a qualified person to fill the vacancy, to hold office until his successor is elected and

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qualified. The successor shall be elected for a six-year term at the next general election occurring more than one year after such appointment.

(c) At the general election immediately preceding the expiration of his term the qualified voters of the county of Ramsey shall elect the successor to any elected judge.

(d) Each judge holds a separate nonpartisan office.

(e) When one or more judges of the court are to be nominated or elected at an election, the notice of election shall state the name of each judge whose successor is to be nominated or elected. The official ballot shall contain the names of all candidates for each such office, state the number of judges to be elected and the number of candidates for whom an elector may vote, and designate each candidacy as "For the office of Judge of the Municipal Court of the county of Ramsey to which .....(Name of Judge)..... was elected for the regular term," or "For the office of Judge of the Municipal Court of the county of Ramsey to which .....(Name of Judge)..... was appointed," as the case may be. The official ballots shall show in the spaces for the purpose the name of the judge whose successor is to be elected. When any judge is a candidate to succeed himself, the word "incumbent" shall be printed after his name where it appears among the names of the candidates for the office. When voting machines are used and such statements cannot be inserted in full, the designation shall be "Successor to .....(Name of Judge) ..... (elected)", or "Successor to .....(Name of Judge)..... (appointed)", as the case may be.

(f) Each person desiring to have his name placed upon the primary ballot as a candidate for judge shall state in his affidavit of candidacy the office of the particular judge for which he is a candidate. The filing of this affidavit with the county auditor and a compliance with all other requirements constitutes such person a candidate for that office, and for that office only. No person shall at any election be a candidate for more than one such office.

Subd. 4. [Repealed, 1973 c 708 s 37]

Subd. 5. **Powers.** The judges have the general powers of judges of courts of record and all powers necessary to effectuate the purposes of sections 488A.18 to 488A.34. Each judge may administer oaths and take and certify acknowledgments. Each judge is a conservator of the peace and has all powers and authority vested in it by statute or court rule.

Subd. 6. **Contempt of court.** Any judge has the power to punish for contempt of court by a fine not exceeding \$300 or by imprisonment in the county jail or city workhouse not exceeding 90 days, or both.

Subd. 7. **Court rules.** A majority of the judges may promulgate rules of court consistent with this act. Unless the rule forbids, a judge may waive its application.

Subd. 8. [Repealed, 1977 c 432 s 49]

Subd. 9. [Repealed, 1977 c 432 s 49]

Subd. 10. **Salaries.** Each judge shall be paid by the state an annual salary in the amount prescribed by section 15A.083. If a judge dies, the amount of his salary remaining unpaid for the month in which his death occurs shall be paid to his estate. Each judge shall be paid expenses by the state in the same manner and amount as provided for judges of the district court in section 484.54.

NOTE: Subdivision 10 was also repealed by Laws 1977, Chapter 432, Section 49.

**History:** 1961 c 436 s 2; 1963 c 736 s 1; 1963 c 878 s 1; 1965 c 695 s 2; 1967 c 747 s 2,3; 1969 c 729 s 1,2; Ex1971 c 4 s 3; Ex1971 c 30 s 1; 1973 c 708 s 5-7; 1974 c 397 s 17-19; 1977 c 35 s 17; 1977 c 432 s 38; 1983 c 359 s 71

**488A.20 ADMINISTRATOR; OTHER EMPLOYEES.**

Subdivision 1. **Appointment, term, removal, suspension.** (a) A majority of the judges shall appoint an administrator of the court.

(b) The court shall have employees, consisting of those persons employed in the municipal courts of the cities of New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake and Saint Paul, as of December 31, 1974.

(c) Additional employees may be appointed by the administrator with the approval of the majority of the judges when the county board consents to the creation of such new positions.

(d) The administrator and other employees of the court, exclusive of court reporters, shall each be appointed for a term of six years from the date of appointment. At any time within six months from the date of initial appointment, each may be removed and his appointment terminated, with or without cause and without notice or hearing, by the appointing official or officials. At any time, each may be suspended by the appointing official or officials without pay for a period not to exceed 30 days with or without cause pending a hearing for removal and termination of appointment for cause before the appointing official or officials.

(e) The administrator and all other employees of the court shall be in the unclassified service of the county of Ramsey.

Subd. 2. **Oath, bond.** (a) The administrator and other employees of the court shall each take and subscribe an oath to support the Constitutions of the United States and the state of Minnesota and to perform faithfully the duties of his office.

(b) The administrator and other employees of the court exclusive of court reporters shall each give bond to the county of Ramsey in such sum and with such surety as the county board directs, conditioned upon the faithful discharge of his official duties and for payment as required by law or order of the court of all moneys coming into his hands.

(c) Neither the administrator nor other employees of the court shall enter upon their official duties until their respective appointment, oath, and bond are filed with the county auditor.

Subd. 3. **Powers and duties.** (a) The administrator and other employees of the court may each administer oaths and affirmations and take acknowledgments.

(b) The administrator shall delegate and supervise the work of the other employees of the court. He shall have all the powers and duties incident to the office of an administrator of a court of record or necessary to carry out the purposes of this act.

(c) The administrator shall make minutes, records and indices of all proceedings; enter all orders, judgments or sentences; issue all process; keep proper accounts; have custody of all court records; and tax all costs and disbursements.

(d) In the performance of all his duties, the administrator is subject to the control and supervision of the judges.

Subd. 4. **Disposition of fines, fees and other moneys; accounts.** (a) Except as otherwise provided herein and except as otherwise provided by law, the administrator shall pay to the Ramsey county treasurer all fines and penalties collected by him, all fees collected by him for services of himself, all sums forfeited to the court as hereinafter provided, and all other moneys received by the administrator.

(b) The administrator of court shall for each fine or penalty, provide the county treasurer with the name of the municipality or other subdivision of government where the offense was committed and the total amount of the fines or penalties collected for each such municipality or other subdivision of government.

(c) The state of Minnesota and any governmental subdivision within the jurisdictional area of the municipal court herein established may present cases for hearing before said municipal court. In the event the court takes jurisdiction of a prosecution for the violation of a statute or ordinance by the state or a governmental subdivision other than a city or town in Ramsey county, all fines, penalties and forfeitures collected shall be paid over to the county treasurer except where a different disposition is provided by law, and the following fees shall be taxed to the state or governmental subdivision other than a city or town within Ramsey County which would be entitled to payment of the fines, forfeitures or penalties in any case, and shall be paid to the administrator of the court for disposing of the matter. The administrator shall deduct the fees from any fine collected for the state of Minnesota or a governmental subdivision other than a city or town within Ramsey County and transmit the balance in accordance with the law, and the deduction of the total of the fees each month from the total of all the fines collected is hereby expressly made an appropriation of funds for payment of the fees:

(1) In all cases where the defendant is brought into court and pleads guilty and is sentenced, or the matter is otherwise disposed of without a trial.....\$5

(2) In arraignments where the defendant waives a preliminary examination.....\$10

(3) In all other cases where the defendant stands trial or has a preliminary examination by the court.....\$15

(4) The court shall have the authority to waive the collection of fees in any particular case.

(d) At the beginning of the first day of any month, the amount in the hands of the administrator which is owing to any municipality or county shall not exceed \$5,000.

(e) On or before the last day of each month, the county treasurer shall pay over to the treasurer of each municipality or subdivision of government in Ramsey county one-half of all fines or penalties collected during the previous month from those imposed for offenses committed within such municipality or subdivision of government in violation of a statute, an ordinance, charter provision, rule or regulation of a city. All other fines and forfeitures and all fees and costs collected by the county municipal court shall be paid to the treasurer of Ramsey county who shall dispense the same as provided by law.

(f) Amounts represented by checks issued by the administrator or received by the administrator which have not cleared by the end of the month may be shown on the monthly account as having been paid or received, subject to adjustment on later monthly accounts.

(g) The administrator may receive negotiable instruments in payment of fines, penalties, fees, or other obligations as conditional payments, and is not held accountable therefor but if collection in cash is made and then only to the extent of the net collection after deduction of the necessary expense of collection.

Subd. 5. **Bail.** (a) Any bail deposited with the administrator and not forfeited by court order shall be deemed abandoned and forfeited if the person entitled to refund does not file a written demand therefor within six months from the date of entitlement to refund.

(b) All sums collected by bail, bond or recognizance forfeited by court order or by abandonment shall be forthwith paid by the administrator to the Ramsey county treasurer.

(c) Any judge may order any bail, bond, or recognizance forfeited under this subdivision to be reinstated for cause and the administrator shall then refund accordingly. The Ramsey county treasurer shall reimburse the administrator if the

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administrator refunds the deposit upon such an order and obtains a receipt to be used as a voucher.

Subd. 6. **Salaries.** The administrator and other employees of the court shall be paid annual salaries pursuant to a schedule adopted by a majority of judges of the court and approved by the Ramsey county board of commissioners.

Subd. 7. **Destruction of records.** Files and records of the court may be destroyed in accordance with law.

**History:** 1961 c 436 s 3; 1963 c 469 s 1; 1967 c 747 s 4; 1969 c 729 s 3-7; 1973 c 123 art 5 s 7; 1973 c 708 s 8-12,36; 1974 c 397 s 3-5,20,21,40; 1981 c 301 s 7

## 488A.21 PROBATION AND REGULATED SERVICES.

Subdivision 1. **Department of court services.** The Ramsey county department of court services shall supply all probation services for this court.

Subd. 2. **Psychiatric, psychological and medical services.** The judges of this court shall be and are hereby authorized to expend a sum not to exceed \$10,000 in any one year to secure such psychiatric, psychological and medical services as shall be deemed advisable by said judges in making disposition of such misdemeanants as shall come before the court. If the judges of this court so direct, the county board shall appropriate whatever sums are necessary to secure such services, not exceeding \$10,000 in any one year.

**History:** 1961 c 436 s 4; 1973 c 708 s 13; 1974 c 397 s 22

## 488A.22 COURT REPORTERS.

Subdivision 1. **Appointment; oath; tenure.** Each judge shall have as his court reporter a competent person skilled in that profession appointed by the administrator of this court at the direction of said judge. Each reporter shall take and subscribe an oath to support the Constitutions of the United States and the state of Minnesota and to discharge and perform his duties as a court reporter faithfully and honestly. Each reporter shall file his oath with the county auditor before he enters upon the duties of his office. Each reporter is an officer of the court and holds his office during the pleasure of the judge directing his appointment and until the judge directs a court reporter to succeed him.

Subd. 2. **Duties.** Each reporter shall take or cause to be taken by another skilled court reporter full stenographic notes of all the testimony and other proceedings in all civil actions, all actions for forcible entry and unlawful detainer and all preliminary hearings in criminal actions before the judge so directing his appointment. When requested by the judge, each reporter shall transcribe such notes or any part thereof for the use of the judge or for such other purpose in furtherance of justice as the judge may order, without charge therefor. Each reporter shall furnish a transcript of his notes, or any part thereof, at the request of any party to the action or any other person. He shall be entitled to charge therefor at the rates then prescribed by law for court reporters of the district court for Ramsey county. Each reporter shall act in the capacity of a private secretary to the judge so directing his appointment in the performance of the judge's official duties.

Subd. 3. **Salaries.** Court reporters of Ramsey county municipal court shall be paid a salary equal to that paid to court reporters in the district court of the second judicial district.

**History:** 1961 c 436 s 5; 1969 c 729 s 8; 1973 c 708 s 14,15,36; 1974 c 397 s 6

**488A.23 FEES PAYABLE TO THE ADMINISTRATOR.**

Subdivision 1. **Fees in civil actions.** Except as otherwise provided herein, the fees payable to the administrator for his services in civil actions shall be the same as those payable to the clerk of the district court, second judicial district, for like services, exclusive of library fees. The fees payable to the administrator for all other services of himself or the court shall be fixed by rules promulgated by a majority of the judges.

Subd. 2. [Repealed, 1973 c 708 s 37]

Subd. 3. [Repealed, 1974 c 397 s 41]

Subd. 4. [Repealed, 1974 c 397 s 41]

Subd. 5. **Fees in advance.** All fees payable to the administrator shall be paid in advance.

Subd. 6. **Exemptions from fees; no trial fees.** No filing fees, trial fees or fees for other services are payable by the county.

**History:** 1961 c 436 s 6; 1967 c 747 s 5-7; 1969 c 729 s 9; 1973 c 708 s 36; 1974 c 397 s 23; 1981 c 301 s 8

**488A.24 PETIT JURORS.**

Subdivision 1. **Selection; list.** Before the first day of June in each year, the judges shall select from the electors of the county of Ramsey a list of persons properly qualified to serve as petit jurors and certify the list to the administrator of this court. If there be a deficiency of persons on the list, the judges may select from the electors of the county of Ramsey additional persons to cover the deficiency and certify and deliver to the administrator a supplementary list which shall thereafter stand as part of the original list. The validity of the selection is not affected by the fact that any person is disqualified from serving as a juror.

Subd. 2. **Summoning.** Petit jurors shall be drawn from such list and summoned as the judges direct. The administrator shall issue venires for the jurors drawn which shall be returnable on such dates and hours as the judges direct, and such venires shall be served by the sheriff of Ramsey county as jurors are served in the district court of Ramsey county.

Subd. 3. **Failure to attend.** Failure to attend as a juror when duly drawn and summoned is punishable as contempt of court.

Subd. 4. **Special venire.** When necessary, the court may issue a special venire.

Subd. 5. **Compensation.** Any juror so summoned, attending as aforesaid and accepted as a juror in this court, shall be entitled to receive as compensation the same amount as jurors in the district court, which shall be paid out of the county treasury of the county of Ramsey. The administrator of this court shall deliver to each juror a certificate showing the number of days in attendance and the mileage for which he is entitled to receive compensation. This certificate of the administrator shall be filed with the county auditor, who shall issue his warrant on the treasurer of the county for the amount due, which certificate shall be a proper and sufficient voucher for the issuance of such warrant.

Subd. 6. **Court rule on selection.** (a) If a court rule so providing is adopted by a majority of the judges of said district court and also by a majority of the judges of the municipal court, all petit jurors to serve in the municipal court of the county of Ramsey may be selected from the petit jurors summoned for jury service by the district court of Ramsey county.

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(b) The rule may provide the manner in which jurors for the municipal court shall be selected from the jurors summoned by the district court and the period of time during which they shall serve in municipal court.

(c) The rule may be amended by a majority of the judges of the district court and a majority of the judges of the municipal court. It may be rescinded entirely at any time by a majority of the judges of either court.

(d) The rule may be made effective on any date and shall then supersede any jury list for municipal court theretofore in effect. If the rule be rescinded, the judges of the municipal court may reinstate any jury list drawn for that year by the judges of municipal court or prepare a new jury list.

(e) The petit jurors summoned for service in both courts shall have the same qualifications and shall be selected by the district court under the same procedure as is now provided by law for selecting jurors for service in the district court.

(f) Jurors shall report to and be excused, governed, instructed, and controlled by a judge of either the district court or the municipal court as provided in the court rule.

*History: 1961 c 436 s 7; 1967 c 471 s 1,2; 1973 c 708 s 16,36*

## 488A.25 MISDEMEANOR VIOLATIONS BUREAUS.

Subdivision 1. **Establishment.** Misdemeanor violations bureaus shall be established within those municipalities in which court sessions are conducted and at such additional places as a majority of the judges of the court establish consistent with Rule 23 of the rules of criminal procedure.

Subd. 2. **Supervision.** The court shall supervise and the administrator shall operate the misdemeanor violations bureaus in accordance with Rule 23 of the rules of criminal procedure. The administrator shall assign a sufficient number of employees to staff and operate the bureaus.

Subd. 3. **Administrator.** The administrator shall perform the duties relating to misdemeanor violations bureaus authorized to be performed by the clerk of court pursuant to Rule 23 of the rules of criminal procedure.

*History: 1961 c 436 s 8; 1973 c 708 s 17,18,36; 1979 c 233 s 20*

## 488A.26 PLEADING, PRACTICE, PROCEDURE AND FORMS IN CIVIL ACTIONS.

Subdivision 1. **General.** Pleading, practice, procedure and forms in civil actions shall be governed by Municipal Court Rules of Civil Procedure promulgated from time to time by the supreme court of this state or by statutes applicable to the district court in situations where said rules are inapplicable. All process issued by the court shall be tested in the name of the chief judge.

Subd. 2. **Court rules.** A majority of the judges may adopt rules governing pleading, practice, procedure and forms for civil actions which are consistent with the provisions of this act, the Municipal Court Rules of Civil Procedure promulgated from time to time by the supreme court of this state, or governing statutes.

Subd. 3. **Costs allowable.** Costs shall be allowed in civil actions as follows:

(a) To the plaintiff upon a judgment in his favor when an issue of fact or law has been joined:

(1) \$10 when the amount of the judgment or the value of the property recovered in a replevin action, exclusive of costs and disbursements, exceeds \$500;

(2) \$5 in all other cases.

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(b) \$5 to the plaintiff upon a judgment in his favor when no issue of fact or law has been joined and the amount of the judgment or the value of the property recovered, exclusive of costs and disbursements, exceeds \$500.

(c) To the defendant upon a judgment in his favor:

(1) \$10 when on the merits.

(2) \$5 in all other cases.

(d) \$5 to the defendant upon a dismissal or discontinuance other than on the merits, regardless of the amount claimed or the value of the property involved.

**Subd. 4. Lien of judgment; filing of transcript.** (a) No judgment of this court shall attach as a lien upon real estate unless and until a transcript thereof is filed and docketed in district court.

(b) Any person who holds a judgment for an amount exceeding \$10, exclusive of interest and costs, may obtain from the administrator a certified transcript of such judgment and may file the transcript in the office of the clerk of the district court of Ramsey county, who shall file and docket it.

(c) Upon the filing and docketing of the certified transcript, the judgment becomes a lien upon the real estate of the debtor to the same extent as a judgment of the district court and the judgment thereafter is exclusively under the control of the district court and may be enforced by its process as though originally rendered by the district court.

(d) The administrator of this court shall not issue such a certified transcript while a writ of execution is outstanding on the judgment. He shall note on the record of such judgment the fact that such transcript has been given and shall not thereafter issue any writ of execution on the same judgment.

**Subd. 5. Writs of replevin, attachment and execution.** Writs of replevin, attachment and execution may be issued in accordance with the practice and procedure for such writs in district court, but a judge rather than a sheriff or police officer shall approve all bonds requiring approval.

**Subd. 6. Satisfaction of execution.** When a writ of execution has been delivered to an officer for enforcement, any person indebted to the judgment debtor may pay the amount of such debt, or so much thereof as may satisfy the execution, to the officer holding the writ and the receipt of that officer reciting the facts is a sufficient discharge and satisfaction of so much of said debt as is so paid.

**Subd. 7. Garnishment.** Proceedings against garnishees may be instituted in the same manner as in the district court.

**History:** 1961 c 436 s 9; 1965 c 695 s 3; 1969 c 1142 s 21; 1973 c 708 s 36; 1974 c 397 s 24-27

## 488A.27 PLEADING, PRACTICE, PROCEDURE, AND FORMS IN CRIMINAL PROCEEDINGS.

**Subdivision 1. General.** Except as otherwise provided in this chapter but subject to the provisions of section 480.059, pleading, practice, procedure and forms in actions or proceedings charging violation of a statute, ordinance, charter provision or rule shall be governed by the rules of criminal procedure.

**Subd. 2. Court rules.** A majority of the judges may adopt rules governing pleading, practice, procedure and forms in actions or proceedings charging violation of a statute, ordinance, charter provision or rule. The rules shall be consistent with the rules of criminal procedure, the provisions of this chapter and any other statute of this state.

**Subd. 3. Complaints.** Complaints charging violation of a statute, ordinance, charter provision, rule or regulation shall be governed by Rule 2 of the rules of

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criminal procedure. The administrator or other employees of the court shall perform the duties relating to complaints authorized to be performed by the clerk or deputy clerk of court pursuant to Rule 2 of the rules of criminal procedure.

Subd. 4. **Tab charges.** Tab charges are governed by Rule 4 of the rules of criminal procedure. The administrator shall perform the duties relating to tab charges authorized to be performed by the clerk of court pursuant to Rule 4 of the rules of criminal procedure.

Subd. 5. **Pleas.** Pleas are governed by Rule 14 of the rules of criminal procedure. The administrator shall perform the duties relating to pleas authorized to be performed by the clerk of court pursuant to Rule 14.03 of the rules of criminal procedure.

Subd. 6. **Right to jury trial.** In any prosecution brought in a county court or a county municipal court in which conviction of the defendant for the offense charged could result in imprisonment, the defendant has the right to a jury trial.

Subd. 7. **Process.** All warrants and other criminal process may be issued by any judge of the court. Provided, however, the administrator or other employees of the court may also perform such duties when the offense alleged to have been committed is a violation of a petty misdemeanor law of this state or of a municipal ordinance which is punishable, upon conviction, by a sentence to the payment of a fine only.

Subd. 8. **Suspension, alteration or modification of sentences.** At the time of imposing sentence, or at any time thereafter, the sentencing judge, or any other judge if the sentencing judge is not available, may, in his discretion, suspend, alter or modify the sentence imposed, upon such terms and conditions as such judge deems appropriate.

Subd. 9. [Repealed, 1979 c 233 s 42]

Subd. 10. **Minutes of preliminary hearings.** The administrator shall keep minutes of preliminary hearings on indictable offenses and make proper return to the court before which the person charged with the offense may be bound to appear.

Subd. 11. **Prosecuting attorneys.** Except where the county attorney is specifically designated by law as the prosecutor for the particular violation charged, the attorney of the municipality in which the violation is alleged to have occurred shall have charge of the prosecution of all violations of statutes, including gross misdemeanor violations, ordinances, charter provisions, rules or regulations triable in this court and shall prepare complaints for the violations.

Subd. 12. **Peace officers.** The sheriff, with the approval of a majority of the judges, shall assign to the court a sufficient number of deputy sheriffs, who shall act as bailiffs of the court. A bailiff shall be in attendance at all sessions of the court involving traffic or criminal matters and at such other times and places as the court may direct. The county board may, with the approval of a majority of the judges, contract with any municipality upon such terms as may be agreed upon for the services of police officers of the municipality to act as bailiffs at all sessions of the court in the municipality. Said officers shall obey the mandates of the court and preserve order during said proceedings.

Subd. 13. **Service of process.** All process in criminal matters and in matters where a charge is brought of violation of an ordinance shall be served by the police or peace officers of the municipality in which the violation is alleged to have occurred or by the sheriff of Ramsey county as the court designates.

**History:** 1961 c 436 s 10; 1967 c 747 s 8; 1969 c 729 s 10; Ex1971 c 27 s 37-39; Ex1971 c 30 s 2; 1973 c 708 s 19-22,36; 1974 c 397 s 28,29; 1976 c 166 s 7; 1977 c 432 s 39,40; 1979 c 233 s 9-13; 1982 c 592 s 1

**488A.28 FORCIBLE ENTRY AND UNLAWFUL DETAINER ACTIONS.**

Subdivision 1. **Procedure.** The general laws applicable to forcible entry and unlawful detainer actions shall apply to this court, and the forms as prescribed in the general laws may be used with such appropriate modifications as may be necessary for this court.

Subd. 2. **Return days.** Return days for forcible entry and unlawful detainer actions may be fixed by rules promulgated by a majority of the judges.

Subd. 3. **Default judgments.** Whenever a duly verified complaint in a forcible entry and unlawful detainer action shows one of the causes of action as set forth by general statute, and on the return day of the summons the defendant does not appear, the judge, upon proof of the due service of the summons, shall enter an order adjudging the defendant to be in default, and thereafter the administrator shall enter judgment for the plaintiff without the introduction of evidence.

Subd. 4. **Trials.** Forcible entry and unlawful detainer actions, which are contested, shall be given precedence over all other civil matters in trial settings.

*History: 1961 c 436 s 11; 1973 c 708 s 23,36*

**488A.281 PAYMENT OF COURT EXPENSES.**

All salaries of court reporters, the court administrator, and all other employees of the county municipal court of Ramsey county and all expenses of the court shall be paid from the treasury of Ramsey county in biweekly installments. The board of county commissioners of Ramsey county is authorized to levy taxes annually against each dollar of taxable property within the county as may be necessary for the establishment, operation and maintenance of the court. The tax is not subject to any limitation on taxing power contained in any other law or charter provision and is in addition to any other tax levied by that body.

*History: 1973 c 708 s 30; 1974 c 397 s 7; 1977 c 432 s 41*

**488A.282 COURTS ABOLISHED.**

All courts in Ramsey County, except the supreme, district and probate courts, are abolished as of the effective date of Laws 1973, Chapter 708. The municipal court of the city of Saint Paul is merged into the municipal court of the county of Ramsey as hereinafter provided, as of the effective date of Laws 1973, Chapter 708.

*History: 1973 c 708 s 31; 1979 c 41 s 6*

**488A.283** [Repealed, 1983 c 359 s 151]

**488A.284** [Repealed, 1983 c 359 s 151]

**488A.285 TRANSFER OF EMPLOYEES.**

Subdivision 1. Notwithstanding any other provision of law to the contrary, and except as may otherwise be provided in Laws 1973, Chapter 708, all employees of the municipal courts in the cities of New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake and Saint Paul on January 1, 1975 shall become the employees of the municipal court of Ramsey county, and the salary of any employees shall not be reduced by virtue of Laws 1974, Chapter 397.

Subd. 2. Any person employed by the municipal courts in the cities of New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake and Saint Paul on January 1, 1975 shall be entitled to and be given credit for all benefits heretofore accrued to the person as an employee of a municipal court.

*History: 1973 c 708 s 34; 1974 c 397 s 9,10; 1981 c 224 s 218*

**488A.286 INITIAL JUDGES OF THE COURT.**

The judges of the municipal courts in the cities of New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake and Saint Paul as of January 1, 1975, shall continue as judges of the municipal court of the county of Ramsey. In the event a vacancy exists in the office of judge in any such municipalities or that any such judges are unable or unwilling on said date to serve as a judge of the municipal court of Ramsey county, the governor shall appoint, in the manner provided by law, a qualified person to fill such vacancy or replace such judges. The original term of office of each of such judges as a judge of the municipal court of the county of Ramsey shall expire on the day before the first Monday in January of the odd numbered year following the year in which the term of each of such judges of municipal courts of the aforementioned municipalities would otherwise have expired.

*History: 1973 c 708 s 35; 1974 c 397 s 11*

**488A.287 POWERS TO EFFECTUATE.**

The judges of the municipal courts in the cities of New Brighton, Roseville, Maplewood, North Saint Paul, White Bear Lake, and Saint Paul shall be empowered to do all things necessary to effectuate the provisions of Laws 1973, Chapter 708.

*History: 1974 c 397 s 39*

**CONCILIATION COURT, RAMSEY COUNTY****488A.29 ESTABLISHMENT; JURISDICTION; POWERS; COMPUTATION OF TIME.**

Subdivision 1. **Establishment of court.** There is hereby established a conciliation court of the county of Ramsey with the jurisdiction and powers hereinafter stated.

Subd. 2. **Court of record; seal; separate court.** The conciliation court is a court of record with its own seal. It is separate from the municipal court of the county of Ramsey.

Subd. 3. **Jurisdiction.** (a) Excepting actions involving title to real estate, the court has jurisdiction to hear, conciliate, try and determine civil actions at law where the amount in controversy does not exceed the sum of \$1,250. The territorial jurisdiction of the court is coextensive with the geographic boundaries of the county of Ramsey.

(b) Notwithstanding the provisions of paragraph (a) or any rule of court to the contrary, the conciliation court of Ramsey county has jurisdiction to determine an action brought pursuant to section 504.20 for the recovery of a deposit on rental property located in whole or in part in Ramsey county, and the summons in the action may be served anywhere in the state of Minnesota.

(c) Notwithstanding the provisions of paragraph (a) or any rule of court to the contrary, the conciliation court of Ramsey county has jurisdiction to determine a civil action commenced by a plaintiff, resident of Ramsey county, to recover the amount of a dishonored check issued in the county, even though the defendant or defendants are not residents of Ramsey county, if the notice of nonpayment or dishonor described in section 609.535, subdivision 3, is sent to the maker or drawer as specified therein and the notice states that the payee or holder of the check may commence a conciliation court action in the county where the dishonored check was issued to recover the amount of the check. This clause does not apply to a check that has been dishonored by a stop payment order. Notwithstanding any law or rule of civil procedure to the contrary, the summons in any action commenced under this clause may be served anywhere within the state of Minnesota. The conciliation

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court administrator shall attach a copy of the dishonored check to the summons before it is issued.

Subd. 4. **Powers, issuance of process.** The court has all powers, and may issue such process, as is necessary or proper to carry out the purposes of this act.

Subd. 5. **Continuous terms.** The judges shall hold terms of court continuously to hear and dispose of all claims as promptly as feasible after filing.

Subd. 6. **Rules of pleading, practice and procedure.** A majority of the judges may promulgate rules governing pleading, practice and procedure consistent with the provisions of this act.

Subd. 7. **Computation of time.** In computing any period of time prescribed or allowed by this act, the day of the act, event, or default after which the designated period of time begins to run is not to be included. The last day of the period so computed is to be included, unless it is a Saturday, Sunday or a legal holiday, in which event the period runs until the end of the next day which is neither a Saturday, Sunday nor a holiday. When the period of time prescribed or allowed is less than seven days, intermediate Saturdays, Sundays and holidays shall be excluded in the computation.

**History:** 1961 c 437 s 1; 1965 c 695 s 4; 1969 c 729 s 11,12; 1973 c 708 s 24,25; 1976 c 57 s 2; 1977 c 129 s 6; 1977 c 432 s 42; 1982 c 398 s 19; 1982 c 542 s 9; 1983 c 225 s 9

## 488A.30 JUDGES; ADMINISTRATOR; SALARIES; QUARTERS.

Subdivision 1. **Judges.** (a) The judges of the municipal court shall serve as judges of the conciliation court for such periods and in such rotation as the judges may determine. While so serving they shall act and be known as conciliation judges.

(b) The municipal judge who conducts the conciliation court hearing shall act upon any applications to vacate a judgment or an order for judgment whatever the grounds may be and shall sign the certificate upon a removed cause, but any other municipal judge may act upon such an application or sign such a certificate in the event that the judge who conducted the hearing has not previously denied the application and cannot act upon the application promptly or sign the certificate due to expiration of his term, death, disability, absence from the courthouse or any other cause.

(c) A majority of the judges of the municipal court may appoint attorneys to act as referees in conciliation court. A majority of the judges of the municipal court shall establish qualifications for the office, specify the duties and length of service of such referees. The board of Ramsey county commissioners is authorized to fix the compensation of such referees. The compensation shall not exceed \$75 per day or any part thereof. This compensation is payable out of the county treasury at the same time and in the same manner as salaries of the judges of conciliation court.

Subd. 2. **Administrator, duties.** The administrator of the municipal court shall serve as the administrator of the conciliation court. He shall delegate necessary employees of the municipal court to assist him in performing his duties under sections 488A.29 to 488A.34. The administrator shall keep the records and accounts and perform other duties prescribed by the judges. He shall account for and pay over to the county of Ramsey all fees received by him in the same fashion as required in his capacity as administrator of municipal court.

Under the supervision of the conciliation court judges, the administrator of the conciliation court shall explain to litigants the procedures and functions of the conciliation court and shall assist them in filling out all forms and pleadings necessary for the presentation of their claims or counterclaims to the court. The

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administrator shall assist judgment creditors and judgment debtors in the preparation of the forms necessary to obtain satisfaction of a final judgment. The performance of duties described in this subdivision shall not constitute the practice of law.

**Subd. 3. Salaries; oaths; bonds.** The judges, administrator and other employees of the court shall receive only their salaries payable for serving as officers of municipal court while serving in conciliation court. All oaths taken and bonds given by the judges, administrator and other employees of the court for their respective offices in municipal court include their acts as officers of conciliation court, whether or not so expressed therein.

**Subd. 4. Quarters for court, supplies.** The county of Ramsey shall provide suitable quarters for the court at such places within the county as may be designated by a majority of the judges, and court shall be held at such places. In addition to the regular places and times of holding court, the county board may direct conciliation court sessions to be held at specified times during the evening and on Saturday, and at specified locations throughout the county. The administrator shall procure and furnish all necessary blanks, stationery, books, furniture, furnishings and other supplies for the use of the court and the officers thereof at the expense of the county, under the supervision and approval of a majority of the judges, with the consent of the county board.

**History:** 1961 c 437 s 2; 1969 c 729 s 13-15; 1973 c 708 s 26-28,36; 1974 c 397 s 12-14,30; 1975 c 269 s 3; 1981 c 301 s 9; 1984 c 575 s 8

## 488A.31 COMMENCEMENT OF ACTION.

**Subdivision 1. Filing fee.** An action is commenced against each defendant when the complaint is filed with the administrator of conciliation court and a filing fee set by the board of Ramsey County commissioners is paid to the administrator or the prescribed affidavit in lieu of filing fee is filed. No filing fee is payable by the county.

**Subd. 2. Filing fee, affidavit of inability to pay.** If the plaintiff or the defendant signs and files with the administrator an affidavit that he has no money or property and is unable to pay a filing fee, no fee shall be required for the filing of his claim or counterclaim. If the affiant prevails on his claim or counterclaim, the amount of the filing fee which would have been payable by him shall be included in the order for judgment and paid to the administrator of conciliation court by the affiant out of any money recovered by him on the judgment.

**Subd. 3. Claim, verification, contents.** The claim must be verified by the plaintiff, his attorney or agent and shall contain a brief statement of the amount, date of accrual, and nature of the claim and the name and address of the plaintiff, the plaintiff's attorney or agent, if any, and the defendant. The administrator shall draw up the claim on request.

**Subd. 3a. Uniform complaint or counterclaim, acceptance by clerk.** A complaint or counterclaim in the uniform form prescribed by the supreme court pursuant to section 487.23 shall be accepted by the clerk of conciliation court and shall be forwarded together with the entire filing fee, if any, to the clerk of the appropriate conciliation court.

The conciliation court shall accept a uniform complaint or counterclaim which has been properly completed and which has been properly forwarded to the court by another conciliation court.

**Subd. 4. Hearing, date; summons.** When an action has been commenced, the administrator shall set a date for court hearing and advise the plaintiff of the date set. The administrator shall promptly summon the defendant by mail. The summons shall state the amount and nature of the claim, require the defendant to

appear at the hearing, specify that if he does not appear judgment by default will be entered against him for the relief demanded and summarize the requirements for filing a counterclaim. Unless otherwise ordered by a judge, the hearing date shall be not less than 15 days from the date of mailing or service of the summons.

**Subd. 5. Counterclaim.** (a) The defendant may interpose as a counterclaim any claim within the jurisdiction of the court which he has against the plaintiff whether or not arising out of the transaction or occurrence which is the subject matter of the plaintiff's claim.

(b) The counterclaim shall be interposed by filing with the administrator a brief statement of the amount, date of accrual and nature of the counterclaim, verified by the defendant, his attorney or agent, and paying the filing fee set by the board of Ramsey County commissioners to the administrator. The administrator shall draw up the counterclaim on request. No filing fee is payable by the county.

(c) The administrator shall note the filing of the counterclaim on the original claim, promptly notify the plaintiff by mail of the filing and set the counterclaim for hearing on the same date as the original claim.

(d) The counterclaim shall be filed not less than five days before the date set for court hearing. The judge, in his discretion, may thereafter allow the filing of a written or oral counterclaim before or after hearing the merits of the claim and counterclaim. The judge, in his discretion, may require the payment of absolute or conditional costs up to \$50 by the defendant to the plaintiff as a condition of allowing late filing in the event that a continuance is requested by the plaintiff and is granted because of such late filing.

(e) If the defendant has a counterclaim which exceeds the jurisdiction of the court and the defendant files an affidavit by himself, his attorney or agent with the administrator not less than five days before the date set for court hearing showing that he has filed with the administrator of a specified other court of competent jurisdiction a complaint seeking recovery from the plaintiff on the counterclaim and stating the nature and amount thereof, the administrator shall strike the action from the calendar and so advise the plaintiff by mail. If the plaintiff not less than 30 days nor more than three years after the filing of such an affidavit shall file an affidavit showing that he has not been served with a summons in the other action or that the other action has been finally determined, the administrator shall again set the cause for court hearing and summon the defendant in the same manner as for the initial hearing and the court shall proceed to hear and determine plaintiff's claim. If no such counter-affidavit is filed by plaintiff within three years, his original claim is dismissed without prejudice without any further action by the administrator or any judge. Prior to the expiration of this three year period the plaintiff's original claim may be dismissed by plaintiff or by court order at a hearing upon motion of the defendant.

**Subd. 6. Replevin.** If the controversy concerns the ownership or possession, or both, of personal property the value of which does not exceed the sum of \$1,250, the judge, in his discretion, may direct an officer of the court to take possession of the property immediately and hold it subject to the further order of the court, without the giving of any bond whatever.

**History:** 1961 c 437 s 3; 1965 c 695 s 5; 1967 c 747 s 9,10; 1969 c 729 s 16-18; 1973 c 708 s 36; 1974 c 397 s 31,32; 1976 c 57 s 4; 1977 c 175 s 4; 1981 c 301 s 10,11; 1982 c 398 s 20; 1982 c 542 s 10

**488A.32 HEARING; EVIDENCE; CONCILIATION; DETERMINATION; DEFAULT; DISMISSAL; CONTINUANCE.**

**Subdivision 1. Testimony, exhibits.** At the hearing a conciliation judge shall hear the testimony of the respective parties and consider any exhibits offered by them and may also hear any witnesses introduced by either party.

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Subd. 2. **Appearance of parties.** Any party may appear in his own behalf without an attorney, or may retain and be represented by a duly admitted attorney who may participate in the hearing to the extent and in the manner that the judge, in his discretion, deems helpful.

Subd. 3. **Evidence admissible.** At the hearing the judge normally shall receive only evidence admissible under the rules of evidence, but in the interests of justice and the summary determination of causes before him he may receive evidence not so admissible.

Subd. 4. **Conciliation.** The judge may attempt to conciliate the parties. If the parties agree on a settlement, the judge shall order judgment in accordance with that settlement.

Subd. 5. **Determination, order for judgment.** If the parties do not agree upon a settlement, the judge shall summarily hear and determine the cause and order judgment.

Subd. 6. **Satisfaction of judgment by installment payments.** Any judgment order may provide for satisfaction by payments in installments in such amounts and at such times, not exceeding one year for the last installment, as the judge determines to be just and reasonable. If any installment is not paid when due the entire balance of the judgment order becomes immediately due and payable.

Subd. 7. **Defendant, failure to appear.** If the defendant, after being summoned as provided by this act, fails to appear at the time set for hearing, the judge may hear the plaintiff, his attorney or agent and order judgment by default or he may fix a later date for hearing in accordance with what appears just and reasonable. If a later date be set for hearing, the administrator shall notify the defendant by mail.

Subd. 8. **Plaintiff failing to appear, defendant appearing.** (a) If the plaintiff fails to appear at the time set for hearing and the defendant does appear, the judge may hear the defendant and order judgment of dismissal on the merits, order the cause dismissed without prejudice, fix a later date for hearing or make such other disposition as is just and reasonable.

(b) If the plaintiff fails to appear at the time set for hearing and the defendant does appear and the defendant has filed a counterclaim, the judge may hear the defendant and order judgment on the counterclaim by default or he may fix a later date for hearing in accordance with what appears just and reasonable.

(c) If both parties are present at the hearing, the judge, in his discretion, on motion of the plaintiff, may grant dismissal without prejudice either before or after hearing evidence.

(d) If a later date be set for hearing, the administrator shall notify by mail any party not present at the hearing.

Subd. 9. **Continuance, further hearing, re-setting.** On proper showing of good cause, a continuance, further hearing or re-setting may be ordered on motion of either party. The court may require payment of costs, conditional or absolute, not to exceed \$25 to the other party as a condition of such an order. The administrator shall give notice of any continuance, further hearing or re-setting by mail to any party who does not have other notice thereof.

**History:** 1961 c 437 s 4; 1969 c 729 s 19-21; 1973 c 708 s 36

## **488A.33 NOTICE OF ORDER FOR JUDGMENT; ENTRY OF JUDGMENT; COSTS AND DISBURSEMENTS; PAYMENT; VACATING; DOCKETING.**

Subdivision 1. **Notice of order.** The administrator shall promptly mail to each party a notice of the order for judgment which the judge enters. The notice

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shall state the number of days allowed for obtaining an order to vacate where there has been a default or for removing the cause to municipal court. The notice shall also contain a statement that if the cause is removed to municipal court, the court may, in its discretion, allow the prevailing party to recover from the aggrieved party an amount not to exceed \$50 as costs if the prevailing party on appeal is not the aggrieved party in the original action.

**Subd. 2. Entry of judgment.** The administrator shall enter judgment as ordered by the court, dating the judgment entry the same date as notice is mailed to the parties. Unless: (1) otherwise ordered by a judge, (2) payment has been made in full, (3) removal to municipal court has been perfected or (4) an order vacating the prior order has been filed, the judgment so entered by the administrator becomes final 20 days after the mailing of notice.

**Subd. 3. Costs and disbursements.** The judge, in his order for judgment, shall include any filing fee paid by the prevailing party, may include any disbursements incurred by the prevailing party covering items taxable in civil actions in the municipal court, and may include or adjust for any sum which he deems proper to cover all or part of conditional costs previously ordered to be paid by either party. No other costs shall be allowed to a prevailing party.

**Subd. 4. Payment of judgment, record.** The losing party may pay all or any part of the judgment to the administrator for the benefit of the prevailing party or may pay the prevailing party directly and so advise the administrator. The administrator shall make an appropriate entry on his records when any payment has been made to him or when satisfied that any payment to the prevailing party has been made.

**Subd. 5. Vacation of order for judgment within 20 days.** When a default judgment or a judgment of dismissal on the merits has been ordered for failure to appear, the judge, within 20 days after notice thereof was mailed, may vacate the order for judgment ex parte and grant a new hearing, if the defaulting party shows lack of notice, mistake, inadvertence, or excusable neglect as the cause of his failure to appear. Absolute or conditional costs not exceeding \$50 to the other party may be ordered as a prerequisite to that relief. The administrator shall notify the other party by mail of the new hearing date.

**Subd. 6. Absolute or conditional costs; filing of orders.** When a judge orders payment of absolute or conditional costs as a condition of an order under any provision of this act, the amount shall be paid to the administrator before the order becomes effective or is filed. Every such order is invalid unless filed with the administrator within five days after its date. Conditional costs shall be held by the administrator to abide the final order entered in the cause. Absolute costs shall be paid over by the administrator forthwith to the other party as his absolute property.

**Subd. 7. Docketing and enforcement in municipal court.** When a judgment has become final under subdivision 2, the judgment creditor may obtain a transcript of the judgment from the administrator of conciliation court and file it with the administrator of the municipal court upon payment of the filing fees as prescribed for the municipal court. After filing of the transcript, the judgment becomes, and is enforceable as, a judgment of the municipal court. A transcript of a judgment payable in installments may not be obtained and filed until 20 days after default in the payment of an installment. No writ of execution nor garnishment summons may be issued out of conciliation court. If (1) a transcript of a judgment has been filed for a period of at least 30 days, (2) the judgment is not satisfied or an installment of it remains overdue, and (3) the parties have not otherwise agreed, the municipal court shall, upon the request of the judgment creditor, order the judgment debtor to mail to the judgment creditor information as to the nature, amount, identity, and location of all his assets, liabilities, and personal earnings. The

information shall be provided on a form prescribed by the supreme court and shall be sufficiently detailed to enable the judgment creditor to obtain satisfaction of the judgment by way of execution on nonexempt assets and earnings of the judgment debtor. The form shall be written in a clear and coherent manner using words with common and everyday meanings, shall summarize the execution and garnishment exemptions and limitations applicable to assets and earnings, and shall permit the judgment debtor to identify on the form those assets and earnings that he considers to be exempt from execution or garnishment. The order shall contain a notice that failure to complete the form and mail it to the judgment creditor within ten days after service of the order may result in a citation for contempt of court unless the judgment is satisfied prior to the expiration of that period. A judgment debtor who intentionally fails to comply with the order of the court may be cited for civil contempt of court.

**Subd. 8. Vacation of judgment after 20 days.** When a defendant shows that he did not receive a summons before the hearing within sufficient time to permit a defense and that he did not receive notice of the order for default judgment within sufficient time to permit him to make application for relief within 20 days or shows other good cause, a judge may vacate a default judgment after notice to the plaintiff and grant a new hearing on the merits with or without payment of absolute or conditional costs. The administrator shall notify the parties by mail of the new hearing date.

*History: 1961 c 437 s 5; 1969 c 729 s 22,23; 1973 c 708 s 29,36; 1981 c 301 s 12,13; 1982 c 542 s 11; 1984 c 575 s 9,10*

#### **488A.34 REMOVAL OF CAUSE TO MUNICIPAL COURT.**

**Subdivision 1. Trial de novo.** Any person aggrieved by an order for judgment entered by a conciliation judge after a contested hearing may remove the cause to the municipal court for trial de novo.

**Subd. 2. Procedure for removal of cause.** No cause shall be removed by the aggrieved party unless all of the following acts are performed within 20 days after the date the administrator mailed him notice of the order for judgment:

(a) Serving on the opposing party or his attorney a demand for removal of the cause to the municipal court for trial de novo stating whether trial by a jury of six persons or by the court without a jury is demanded. Service shall be made upon a party by mail or by personal service in accordance with the provisions for personal service of a summons in the municipal court or shall be made upon the party's attorney in accordance with the provisions for service of a notice of motion upon an attorney in the municipal court. The demand shall show the office address of the attorney for each party and the residence address of each party who does not have an attorney.

(b) Filing with the administrator of conciliation court the original demand for removal and proof of service thereof. If the opposing party or his attorney cannot be found and service of the demand is made within the 20 day period, the aggrieved party may file with the administrator within the 20 day period the original and a copy of the demand, together with an affidavit by himself or his attorney showing that due and diligent search has been made and that the opposing party or his attorney cannot be found. The filing of this affidavit shall serve in lieu of making service and filing proof of service. When an affidavit is filed, the administrator shall mail the copy of the demand to the opposing party at his last known address.

(c) Filing with the administrator of conciliation court an affidavit by the aggrieved party or his attorney stating that the removal is made in good faith and not for the purpose of delay.

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(d) Paying to the administrator of conciliation court the fee set by the board of Ramsey County commissioners when the demand is for trial by court, and the fee as set by the Ramsey County commissioners when the demand is for trial by a jury of six. The above fee is not payable by the county.

Subd. 3. **Demand for trial by jury.** If the opposing party desires trial by jury when trial by court has been demanded in the removal, he shall: (a) serve a demand for trial by jury on the aggrieved party, (b) file the demand with proof of service with the administrator of municipal court within ten days after the demand for removal was served upon him, and (c) pay to the administrator of municipal court at the time of such filing a fee of \$6.

Subd. 4. **Waiver of trial by jury.** If a jury is not demanded within the time limits and in the manner provided in this act, all parties waive trial by jury.

Subd. 5. **Removal, when perfected; vacation of order for judgment; certificate by judge.** When all removal papers have been properly filed and all requisite fees have been paid by the aggrieved party as herein provided, the removal is perfected. Thereupon the conciliation judge shall make and file an order vacating the order for judgment in conciliation court.

Subd. 6. **Administrator's duties upon removal.** After the judge's order has been filed, the administrator of conciliation court shall pay over to the municipal court the removal fees paid to him hereunder and shall file in municipal court all claims, orders and other papers filed in conciliation court in connection with the cause and its removal to municipal court.

Subd. 7. **Pleadings.** No note of issue for trial in municipal court need be filed. The removed cause shall be brought on for trial in the same manner and substantially the same order as though a note of issue had been filed in municipal court on the date the claim was filed in conciliation court. Pleadings conforming to the municipal court rules of civil procedure may be served and filed. If any party fails to serve and file written pleadings, the complaint or counterclaim in conciliation court shall stand as the complaint or counterclaim on appeal. If the opposing party fails to interpose a responsive pleading to any pleading, the allegations of said pleadings are deemed denied. Either party, at his option, may serve pleadings. Either party may move the court at a special term thereof for an order requiring a pleading or pleadings in said matter. The court, on its own motion, may order either or both parties to prepare and serve pleadings in said matter.

Subd. 8. **Issues for trial, amendments.** The issues for trial in municipal court shall be those in conciliation court, but a party may be allowed to amend the issues in municipal court on motion following the same procedure and subject to the same limitations as would apply if the motion were for amendment of the pleadings after a responsive pleading had been served in an action originally brought in municipal court. The court may grant an amendment which increases the amount claimed by either party to an amount in excess of the jurisdiction of conciliation court but not in excess of the jurisdiction of municipal court. The court may allow pleadings to be amended to add a new cause of action by way of counterclaim or otherwise.

Subd. 9. **Costs and disbursements for prevailing party.** (a) The prevailing party in a removed cause may tax and recover from the other party costs and disbursements as though the action was originally commenced in the municipal court; except that if the prevailing party, on appeal, is not the aggrieved party in the original action, the court may, in its discretion, allow such prevailing party to tax and recover from the aggrieved party an amount not to exceed \$50 as costs.

(b) For the purpose of this subdivision, an "aggrieved party" means the party who demands removal to municipal court and means the first party who serves, or files in lieu of serving, a demand for removal if another party also demands removal,

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and an "opposing party" means any party as to whom the aggrieved party seeks a reversal in whole or in part by removal of the cause to municipal court.

(c) The aggrieved party is the prevailing party in municipal court:

(1) if the aggrieved party recovers any amount or any property in municipal court when the aggrieved party had been denied recovery of any amount or any property by the conciliation judge,

(2) if the opposing party does not recover any amount or any property from the aggrieved party in municipal court when the opposing party had recovered some amount or some property by the order of the conciliation judge,

(3) if the aggrieved party recovers an amount or value of property in municipal court which is at least \$25 in excess of the amount or value of property which the aggrieved party recovered by the order of the conciliation judge, or

(4) if the opposing party recovers from the aggrieved party an amount or value of property in municipal court which is at least \$25 less than the amount or value of property which the opposing party recovered by the order of the conciliation judge.

(d) In all other situations the opposing party shall be deemed to be the prevailing party in municipal court.

(e) Costs or disbursements in the conciliation or municipal court shall not be considered in determining whether there was a recovery by either party in either court or in determining the difference in recovery under this subdivision.

**Subd. 10. Pleading, practice, and procedure.** Except as otherwise expressly provided in this act, pleading, practice and procedure in a removed cause are the same as in an action originally brought in municipal court.

**Subd. 11. Appeals.** Causes removed to municipal court from conciliation court may be appealed to the court of appeals as in other civil cases.

**Subd. 12. Limited removal of cause, procedure.** (a) When a motion for vacation of a judgment or an order for judgment under section 488A.33, subdivisions 5 or 8, has been denied, the aggrieved party may demand limited removal to the municipal court for hearing de novo of his motion. The demand for limited removal and notice of the hearing de novo must be served by the aggrieved party on the other party in accordance with the provisions of subdivision 2, clause (a). The original demand and notice, with proof of service, must be filed with the administrator of conciliation court within 20 days after the motion has been denied, or the original and one copy of the demand and notice, together with an affidavit similar to that required by subdivision 2, clause (b), must be filed with the administrator of conciliation court within the 20 day period. When an affidavit is filed, the administrator shall mail the copy of the demand and notice to the other party at his last known residence address. The aggrieved party shall pay a fee of \$3 to the clerk of conciliation court for filing the demand and notice. This fee shall not be recoverable as a disbursement. The notice shall set a date for hearing de novo at a special term of the municipal court not less than ten days nor more than 30 days subsequent to the date of filing the original demand and notice.

(b) The administrator of conciliation court thereupon shall pay over to the municipal court the \$3 fee and shall file in municipal court the removal demand and notice together with all orders, affidavits, and other papers filed in conciliation court. The administrator of municipal court shall then place the cause on the special term calendar of the municipal court for hearing on the date specified in the notice.

(c) A municipal judge, other than the conciliation judge who denied the motion, shall hear the motion de novo at special term and may deny the motion, without allowance of costs, or grant the motion, with or without the allowance of absolute or conditional costs. At the hearing de novo the municipal judge shall consider the

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entire file of the conciliation court together with any subsequent affidavits of showing made by either party.

(d) The administrator of municipal court shall send a copy of the order made after the de novo hearing to both parties and return the file to the administrator of conciliation court.

**History:** 1961 c 437 s 6; 1967 c 747 s 11,12; 1969 c 729 s 24-27; 1973 c 708 s 36; 1974 c 397 s 33-38; 1981 c 301 s 14; 1982 c 542 s 12,13; 1982 c 626 s 3; 1983 c 247 s 182; 1984 c 575 s 11

- 488A.35 [Repealed, 1973 c 679 s 38]
- 488A.36 [Repealed, 1973 c 679 s 38]
- 488A.37 [Repealed, 1973 c 679 s 38]
- 488A.38 [Repealed, 1973 c 679 s 38]
- 488A.39 [Repealed, 1973 c 679 s 38]
- 488A.40 [Repealed, 1973 c 679 s 38]
- 488A.41 [Repealed, 1973 c 679 s 38]
- 488A.42 [Repealed, 1973 c 679 s 38]
- 488A.43 [Repealed, 1973 c 679 s 38]
- 488A.44 [Repealed, 1973 c 679 s 38]
- 488A.45 [Repealed, 1973 c 679 s 38]
- 488A.46 [Repealed, 1973 c 679 s 38]
- 488A.47 [Repealed, 1973 c 679 s 38]
- 488A.48 [Repealed, 1973 c 679 s 38]
- 488A.49 [Repealed, 1973 c 679 s 38]
- 488A.50 [Repealed, 1973 c 679 s 38]
- 488A.51 [Repealed, 1973 c 679 s 38]
- 488A.52 [Repealed, 1973 c 679 s 38]
- 488A.53 [Repealed, 1973 c 679 s 38]
- 488A.54 [Repealed, 1973 c 679 s 38]
- 488A.55 [Repealed, 1973 c 679 s 38]
- 488A.56 [Repealed, 1973 c 679 s 38]
- 488A.57 [Repealed, 1973 c 679 s 38]
- 488A.58 [Repealed, 1973 c 679 s 38]
- 488A.59 [Repealed, 1973 c 679 s 38]
- 488A.60 [Repealed, 1973 c 679 s 38]
- 488A.61 [Repealed, 1973 c 679 s 38]
- 488A.62 [Repealed, 1973 c 679 s 38]
- 488A.63 [Repealed, 1973 c 679 s 38]
- 488A.64 [Repealed, 1973 c 679 s 38]
- 488A.65 [Repealed, 1973 c 679 s 38]
- 488A.66 [Repealed, 1973 c 679 s 38]
- 488A.67 [Repealed, 1973 c 679 s 38]
- 488A.68 [Repealed, 1973 c 679 s 38]
- 488A.69 [Repealed, 1973 c 679 s 38]
- 488A.70 [Repealed, 1973 c 679 s 38]
- 488A.71 [Repealed, 1973 c 679 s 38]
- 488A.72 [Repealed, 1973 c 679 s 38]

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- 488A.73** [Repealed, 1973 c 679 s 38]
- 488A.74** [Repealed, 1973 c 679 s 38]
- 488A.75** [Repealed, 1973 c 679 s 38]
- 488A.76** [Repealed, 1973 c 679 s 38]
- 488A.77** [Repealed, 1973 c 679 s 38]
- 488A.78** [Repealed, 1973 c 679 s 38]
- 488A.79** [Repealed, 1973 c 679 s 38]
- 488A.80** [Repealed, 1973 c 679 s 38]
- 488A.81** [Repealed, 1973 c 679 s 38]