



Christy K. Donofrio, Esq.  
District Court Administrator

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COURT ADMINISTRATOR'S OFFICE  
INDIANA COUNTY COURT OF COMMON PLEAS  
40th JUDICIAL DISTRICT OF PENNSYLVANIA  
SECOND FLOOR - INDIANA COUNTY COURTHOUSE  
INDIANA, PENNSYLVANIA 15701

Patricia L. Bracken  
Assistant Court Administrator

Telephone: (724) 465-3153  
TDD: (724) 465-3805

January 25, 2022

Mr. Joseph Mittleman, Esq.  
Director, Judicial District Operations & Programs  
Administrative Office of Pennsylvania Courts  
1515 Market Street  
Philadelphia, PA 19101

Dear Mr. Mittleman,

Please find enclosed the Magisterial District Reestablishment Plan for the 40<sup>th</sup> Judicial District. As explained in the plan, we are not proposing any changes to the current districts. Of all the twenty-four sixth class counties, Indiana County has the fourth highest average caseload. A request for public comment and the reestablishment plan were posted on the county website and sent to the local newspaper as well. No comments were received.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Christy Donofrio".

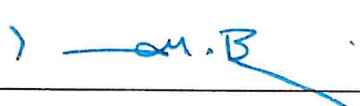
Christy Donofrio, Esq.  
District Court Administrator, Indiana County

cc: President Judge Thomas M. Bianco

### Judicial District Summary Worksheet – Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheet in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint. Complete one worksheet or one for each county if you are a joint judicial district.

<b>Judicial District Number:</b>	40	<b>County:</b>	Indiana	<b>Class of County:</b>	6
<p>1. List the existing magisterial districts in your judicial district (##-#-##):</p> <p>40-2-01 40-3-01 40-3-02 40-3-03</p>					
<b>Caseload Analysis</b>					
2. Average total caseloads:		<i>Avg for Judicial District</i>		<i>Avg for Class of County</i>	
		A. 4,316		B. 3,230	
3. Compare the difference between the caseload average of your judicial district to the class of county.		<i>Difference (2A - 2B)</i>		<i>Ranking Total</i>	
		1086		4th out of 24	
4. Is your judicial district caseload average at the lower end of the caseload range when compared to the other judicial districts in your class of county?				No	
<b>Proposed Actions</b>					
5. Are any magisterial districts proposed for reestablishment?					Yes
If YES, list the magisterial districts proposed for reestablishment (no changes).					
40-2-01 40-3-01 40-3-02 40-3-03					
6. Are any magisterial district proposed for realignment?					No
If YES, list the magisterial districts proposed for realignment (changes).					
7. Are any magisterial districts proposed for elimination?					No
If YES, list the magisterial districts proposed for elimination.					

<b>Additional Workload Factors</b>	
8. Do you have a night court operating within the judicial district?	No <input type="checkbox"/>
9. Do you have a central court within your judicial district?	No <input type="checkbox"/>
10. Do you have any special programs that will entail effort by the MDJs such as truancy programs or drug, DUI, veteran, or mental health diversion programs? If YES, briefly explain the types of programs.	No <input type="checkbox"/>
<b>Final Checklist</b>	
11. Was a request for public comment posted?	Yes <input type="checkbox"/>
12. Method of posting - electronic, physical copy, or both?	Both <input type="checkbox"/>
13. Were media outlets notified?	Yes <input type="checkbox"/>
14. Were public comments received?	No <input type="checkbox"/>
15. Did you include a copy of the posting and public comments in your submission?	Yes <input type="checkbox"/>
16. Did you complete summary worksheets for all magisterial districts?	Yes <input type="checkbox"/>
17. Did you include your petition and all supporting documentation, if applicable?	Yes <input type="checkbox"/>
18. Did you confer with the MDJs in your county?	Yes <input type="checkbox"/>
<b>19. Additional Remarks</b>	
<b>Verification of Submission</b>	
20. Date submitted to AOPC: 1/25/2022	
21. President Judge Name: Thomas M. Bianco	
Signature	

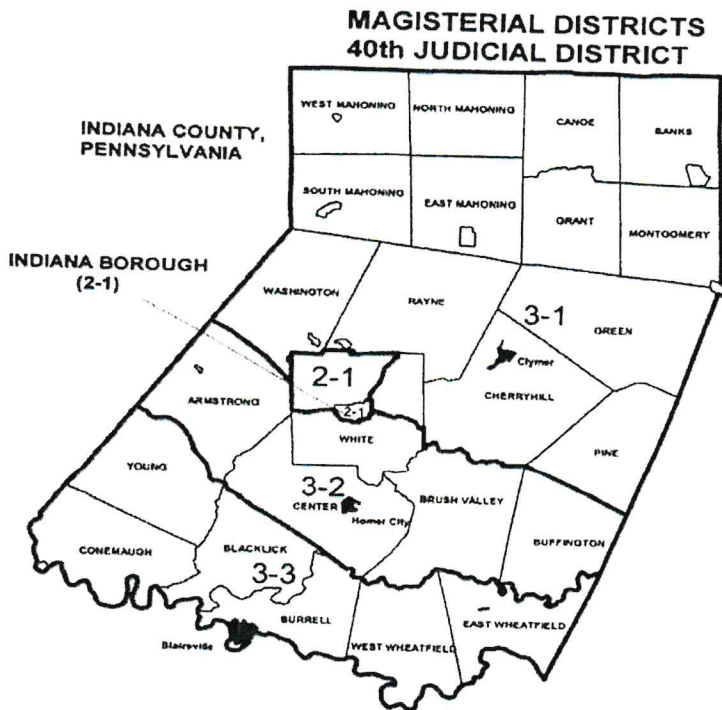
# MAGISTERIAL DISTRICT JUDGES

**District 2-1 Guy Haberl**  
Office: 350 North 4th Street  
Indiana, PA 15701  
Telephone: 463-8781  
Fax: 465-3967

**District 3-1 Christopher Welch**  
Office: 1450 Franklin Street  
Clymer, PA 15728  
Telephone: 254-4348  
Fax: 254-1111

**District 3-2 Susanne Steffee**  
Office: 20 W. Indiana St., Suite 1, PO Box 24  
Homer City, PA 15748  
Telephone: 479-8082  
Fax: 479-5053

**District 3-3 Robert Bell**  
Office: 147 E. Market St.  
Blairsville, PA 15717  
Telephone: 459-7203  
Fax: 459-0480





## Magisterial District Summary Worksheet - Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheets in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint.

<b>Magisterial District Court Number:</b>	40-2-01	<b>County:</b>	Indiana <input type="text"/>
1. Proposed plan for this magisterial district: Reestablish <input type="text"/>		2. Effective date: 1/25/2022	
<b>Caseload Analysis</b>			
3. Average total caseloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	<i>Avg for Class of County</i>
	A. 3,448	B. 4,316	C. 3,230
4. Compare the difference between the caseload average of this magisterial district to your judicial district caseload average.		<i>Difference (3A - 3B)</i>	<i>Ranking Total</i>
		-868	3rd <input type="text"/> out of 4
5. Compare the difference between the caseload average of this magisterial district to your class of county caseload average.		<i>Difference (3A - 3C)</i>	<i>% Above/Below</i>
		218	7%
6. If this magisterial district is at the lower end of the caseload range <b>and</b> you are proposing to <b>reestablish</b> (no changes), please summarize your response from the plan that explains why you are departing from caseload equity.			
<b>Workload Analysis</b>			
7. Average total workloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	
	A. 45,012	B. 35,595	
8. Compare the difference between the average total workloads of this magisterial district to the judicial district.		<i>Difference (7A - 7B)</i>	<i>% Above/Below</i>
		9,417	26%
9. If this magisterial district's average workload is fifteen (15%) percent <i>higher or lower than</i> your judicial district average workload <b>and</b> you are proposing to <b>reestablish</b> this magisterial district, please explain ( <i>summarize your response from the plan</i> ) why this does not result in an unwarranted inequity among the judges.  Many of the cases that impact the workload data in this district involve students from the local university and are resolved expeditiously. Requiring the students and residents of Indiana Borough to travel to another district court would not provide sufficient access to the courts.			

<b>Magisterial District Information</b>			
10. Magisterial District Judge (MDJ) Information:			
Guy B. Haberl <i>Magisterial District Judge Name</i>		12/31/23 <i>Term Expiration Date</i>	12/31/28 <i>Mandatory Retirement Date</i>
11. Magisterial District Court Information - Physical Location: 350 North 4th St. Indiana, PA 15701			
12. Is this court within the boundaries of the magisterial district?	Yes	<input type="checkbox"/>	
13. Is the MDJ's residence within the boundaries of the magisterial district?	Yes	<input type="checkbox"/>	
14. Are all portions of the magisterial district contiguous?	Yes	<input type="checkbox"/>	
15. To the best of your knowledge, are there any planned developments such as a mall, highway expansion or gas drilling that will likely cause an increase in the case filings for this office? If <b>YES</b> , please summarize your response below.	No/Not Sure	<input type="checkbox"/>	
16. List any police departments located within this magisterial district. Indiana Borough Police Department, IUP Campus Police, PSP, Indiana County Detectives, Indiana County Sheriff's Office			
17. List any major highways within this magisterial district. Route 954, Business Routes 422 and 119			
18. List the <b>current</b> municipalities for this magisterial district (alphabetically). For a list, click <a href="#">HERE</a> for Realignment Orders submitted in the past. Indiana Borough White Township: Wards 4, 5, and 6			
19. Are the <b>proposed</b> municipalities the same as above? If <b>NO</b> , please list all proposed municipalities (alphabetically).	Yes	<input type="checkbox"/>	
<b>20. Additional Comments:</b>			

## Magisterial District Summary Worksheet - Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheets in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint.

<b>Magisterial District Court Number:</b>	40-3-01	<b>County:</b>	Indiana <span style="float: right;">▼</span>
1. Proposed plan for this magisterial district: Reestablish <span style="float: right;">▼</span>		2. Effective date: 1/25/2022	
<b>Caseload Analysis</b>			
3. Average total caseloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	<i>Avg for Class of County</i>
	A. 3,051	B. 4,316	C. 3,230
4. Compare the difference between the caseload average of this magisterial district to your judicial district caseload average.		<i>Difference (3A - 3B)</i>	<i>Ranking Total</i>
		-1265	4th out of 4
5. Compare the difference between the caseload average of this magisterial district to your class of county caseload average.		<i>Difference (3A - 3C)</i>	<i>% Above/Below</i>
		-179	-6%
6. If this magisterial district is at the lower end of the caseload range <b>and</b> you are proposing to <b>reestablish</b> (no changes), please summarize your response from the plan that explains why you are departing from caseload equity.			
<b>Workload Analysis</b>			
7. Average total workloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	
	A. 26,460	B. 35,595	
8. Compare the difference between the average total workloads of this magisterial district to the judicial district.		<i>Difference (7A - 7B)</i>	<i>% Above/Below</i>
		-9,135	-26%
9. If this magisterial district's average workload is fifteen (15%) percent <i>higher or lower than</i> your judicial district average workload <b>and</b> you are proposing to <b>reestablish</b> this magisterial district, please explain ( <i>summarize your response from the plan</i> ) why this does not result in an unwarranted inequity among the judges.			
<p>This district is geographically the largest in Indiana County and largely rural in nature. If the district were to be expanded, the citizens of the district would not be provided adequate access to the courts because of the distance they would have to travel to the court. The county jail and a state correctional facility are located within this district. These facilities are frequently the source of serious criminal cases that are presented to the District Court. The magisterial district judge of this district devotes time and effort to travel to the state correctional facility to preside over preliminary hearings held inside the institution.</p>			



Magisterial District Information			
10. Magisterial District Judge (MDJ) Information:			
Christopher S. Welch	12/31/23	12/31/45	
<i>Magisterial District Judge Name</i>	<i>Birthdate</i>	<i>Term Expiration Date</i>	<i>Mandatory Retirement Date</i>
11. Magisterial District Court Information - Physical Location:			
1450 Franklin St. Clymer, PA 15728			
12. Is this court within the boundaries of the magisterial district?	Yes		<input type="checkbox"/>
13. Is the MDJ's residence within the boundaries of the magisterial district?	Yes		<input type="checkbox"/>
14. Are all portions of the magisterial district contiguous?	Yes		<input type="checkbox"/>
15. To the best of your knowledge, are there any planned developments such as a mall, highway expansion or gas drilling that will likely cause an increase in the case filings for this office? If YES, please summarize your response below.	No/Not Sure		<input type="checkbox"/>
16. List any police departments located within this magisterial district.			
Clymer Police Department, Cherry Tree Police Department, PSP			
17. List any major highways within this magisterial district.			
State Routes 422, 954, 85, 119, 110, 403, 286, 210, 240, 580, 553, 56, 259			
18. List the <b>current</b> municipalities for this magisterial district (alphabetically). For a list, click <a href="#">HERE</a> for Realignment Orders submitted in the past.			
The Boroughs of Cherry Tree, Clymer, Creekside, Ernest, Glen Campbell, Marion Center, Plumville, and Smicksburg; The Townships of Banks, Canoe, Cherryhill, East Mahoning, Grant, Green, Montgomery, North Mahoning, Pine, Rayne, South Mahoning, Washington, West Mahoning, and White Township (Ward 1).			
19. Are the <b>proposed</b> municipalities the same as above? If NO, please list all proposed municipalities (alphabetically).	Yes		<input type="checkbox"/>
20. Additional Comments:			



## Magisterial District Summary Worksheet - Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheets in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint.

<b>Magisterial District Court Number:</b> 40-3-02		<b>County:</b> Indiana	<input type="button" value="v"/>
1. Proposed plan for this magisterial district: Reestablish <input type="button" value="v"/>		2. Effective date: 1/25/2022	
<b>Caseload Analysis</b>			
3. Average total caseloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	<i>Avg for Class of County</i>
	A. 3,674	B. 4,316	C. 3,230
4. Compare the difference between the caseload average of this magisterial district to your judicial district caseload average.		<i>Difference (3A - 3B)</i>	<i>Ranking Total</i>
		-642	2nd <input type="button" value="v"/> out of 4
5. Compare the difference between the caseload average of this magisterial district to your class of county caseload average.		<i>Difference (3A - 3C)</i>	<i>% Above/Below</i>
		444	14%
6. If this magisterial district is at the lower end of the caseload range <b>and</b> you are proposing to <b>reestablish</b> (no changes), please summarize your response from the plan that explains why you are departing from caseload equity.			
<b>Workload Analysis</b>			
7. Average total workloads:	<i>Avg for Magisterial District</i>		<i>Avg for Judicial District</i>
	A. 36,026	B. 35,595	
8. Compare the difference between the average total workloads of this magisterial district to the judicial district.		<i>Difference (7A - 7B)</i>	<i>% Above/Below</i>
		431	1%
9. If this magisterial district's average workload is fifteen (15%) percent <i>higher or lower than</i> your judicial district average workload <b>and</b> you are proposing to <b>reestablish</b> this magisterial district, please explain ( <i>summarize your response from the plan</i> ) why this does not result in an unwarranted inequity among the judges.			

Magisterial District Information			
10. Magisterial District Judge (MDJ) Information:			
Susanne V. Steffee	1/2/28	12/31/46	
<i>Magisterial District Judge Name</i>	<i>Birthdate</i>	<i>Term Expiration Date</i>	<i>Mandatory Retirement Date</i>
11. Magisterial District Court Information - Physical Location:			
20 W. Indiana St. Suite 1 Homer City, PA 15748			
12. Is this court within the boundaries of the magisterial district?	Yes		<input type="checkbox"/>
13. Is the MDJ's residence within the boundaries of the magisterial district?	Yes		<input type="checkbox"/>
14. Are all portions of the magisterial district contiguous?	Yes		<input type="checkbox"/>
15. To the best of your knowledge, are there any planned developments such as a mall, highway expansion or gas drilling that will likely cause an increase in the case filings for this office? If <b>YES</b> , please summarize your response below.	No/Not Sure		<input type="checkbox"/>
16. List any police departments located within this magisterial district.			
PSP, Homer City Police Department			
17. List any major highways within this magisterial district.			
Routes 119, 422, 286, 56, 259			
18. List the <b>current</b> municipalities for this magisterial district (alphabetically). For a list, click <a href="#">HERE</a> for Realignment Orders submitted in the past.			
Homer City Borough, Shelocta Borough, Townships of Brush Valley, Buffington, Armstrong, and Center. White Township: Wards 2, 3-1, and 3-2			
19. Are the <b>proposed</b> municipalities the same as above? If <b>NO</b> , please list all proposed municipalities (alphabetically).	Yes		<input type="checkbox"/>
<b>20. Additional Comments:</b>			

## Magisterial District Summary Worksheet - Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheets in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint.

<b>Magisterial District Court Number:</b> 40-3-03		<b>County:</b> Indiana <input type="text"/>	
1. Proposed plan for this magisterial district: Reestablish <input type="text"/>		2. Effective date: 1/25/2022	
<b>Caseload Analysis</b>			
3. Average total caseloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	<i>Avg for Class of County</i>
	A. 7,091	B. 4,316	C. 3,230
4. Compare the difference between the caseload average of this magisterial district to your judicial district caseload average.		<i>Difference (3A - 3B)</i>	<i>Ranking Total</i>
		2775	1st <input type="text"/> out of 4
5. Compare the difference between the caseload average of this magisterial district to your class of county caseload average.		<i>Difference (3A - 3C)</i>	<i>% Above/Below</i>
		3861	119%
<p>6. If this magisterial district is at the lower end of the caseload range <b>and</b> you are proposing to <b>reestablish</b> (no changes), please summarize your response from the plan that explains why you are departing from caseload equity.</p> <p style="margin-left: 40px;">The caseload for this District Court is high because of the high number of traffic cases filed at the Court resulting from Route 22 running west to east through the entire District Court district. There is no proposal for realignment because the workload for the District is -2% below the average.</p>			
<b>Workload Analysis</b>			
7. Average total workloads:	<i>Avg for Magisterial District</i>	<i>Avg for Judicial District</i>	
	A. 34,883	B. 35,595	
8. Compare the difference between the average total workloads of this magisterial district to the judicial district.		<i>Difference (7A - 7B)</i>	<i>% Above/Below</i>
		-712	-2 %
<p>9. If this magisterial district's average workload is fifteen (15%) percent <i>higher or lower than</i> your judicial district average workload <b>and</b> you are proposing to <b>reestablish</b> this magisterial district, please explain (<i>summarize your response from the plan</i>) why this does not result in an unwarranted inequity among the judges.</p>			



<b>Magisterial District Information</b>			
10. Magisterial District Judge (MDJ) Information:			
Robert S. Bell		1/4/26	12/31/35
<i>Magisterial District Judge Name</i>	<i>Birthdate</i>	<i>Term Expiration Date</i>	<i>Mandatory Retirement Date</i>
11. Magisterial District Court Information - Physical Location:			
147 E. Market St. Blairsville, PA 15717			
12. Is this court within the boundaries of the magisterial district?			Yes <input type="checkbox"/>
13. Is the MDJ's residence within the boundaries of the magisterial district?			Yes <input type="checkbox"/>
14. Are all portions of the magisterial district contiguous?			Yes <input type="checkbox"/>
15. To the best of your knowledge, are there any planned developments such as a mall, highway expansion or gas drilling that will likely cause an increase in the case filings for this office? If <b>YES</b> , please summarize your response below.			No/Not Sure <input type="checkbox"/>
16. List any police departments located within this magisterial district.			
Blairsville Borough Police Department, Saltsburg Borough Police Department, PSP			
17. List any major highways within this magisterial district.			
Routes 22, 119, 286, 217, 259, 56, and 403			
18. List the <b>current</b> municipalities for this magisterial district (alphabetically). For a list, click <a href="#">HERE</a> for Realignment Orders submitted in the past.			
Armagh Borough, Black Lick Township, Blairsville Borough, Burrell Township, Conemaugh Township, East Wheatfield Township, Saltsburg Borough, West Wheatfield Township, and Young Township			
19. Are the <b>proposed</b> municipalities the same as above? If <b>NO</b> , please list all proposed municipalities (alphabetically).			Yes <input type="checkbox"/>
<b>20. Additional Comments:</b>			



## Christy Donofrio

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**From:** Christy Donofrio  
**Sent:** Wednesday, December 15, 2021 11:10 AM  
**To:** Eric Leonard  
**Subject:** Magisterial District Reestablishment info for website  
**Attachments:** public comment notice.doc; Judicial District Summary Publication.pdf; Magisterial District Summary Worksheet - Reestablishment 2021-22 (rev. 10-27-21)40-2-01.pdf; Magisterial District Summary Worksheet - Reestablishment 2021-22 (rev. 10-27-21)40-3-01.pdf; Magisterial District Summary Worksheet - Reestablishment 2021-22 (rev. 10-27-21)40-3-02.pdf; Magisterial District Summary Worksheet - Reestablishment 2021-22 (rev. 10-27-21)40-3-03.pdf

Hi Eric,  
Attached is the information I talked to you about being posted on the website. I appreciate you putting it all on there.  
Thank you,

Christy K. Donofrio, Esq.  
Indiana County District Court Administrator; 40<sup>th</sup> Judicial District  
825 Philadelphia St.  
Indiana, PA 15701  
(724) 465-3955

## Christy Donofrio

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**From:** Christy Donofrio  
**Sent:** Wednesday, December 15, 2021 11:21 AM  
**To:** pcloonan@indianagazette.net  
**Subject:** Indiana County Court of Common Pleas Announcement  
**Attachments:** public comment notice.doc

Good Morning,

I was not sure where to direct this email so please let me know if I should send it to someone else at The Gazette. Attached is a press release for publication notifying the public of the Court's required evaluation of the boundaries of the Magisterial District Courts.

Thank you very much for your assistance.

Regards,  
Christy

Christy K. Donofrio, Esq.  
Indiana County District Court Administrator; 40<sup>th</sup> Judicial District  
825 Philadelphia St.  
Indiana, PA 15701  
(724) 465-3955

## Christy Donofrio

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**From:** Christy Donofrio  
**Sent:** Thursday, December 23, 2021 9:40 AM  
**To:** cbr4@usa.net  
**Subject:** RE: magisterial districts  
**Attachments:** public comment notice.doc

Chauncey,  
Attached is the notice and it contains a link as well. There are no proposed changes.  
Regards,

Christy K. Donofrio, Esq.  
Indiana County District Court Administrator; 40th Judicial District  
825 Philadelphia St.  
Indiana, PA 15701  
(724) 465-3955

-----Original Message-----

From: Chauncey Ross <cbr4@usa.net>  
Sent: Thursday, December 23, 2021 9:33 AM  
To: Christy Donofrio <cdonofrio@indianacountypa.gov>  
Subject: magisterial districts

Hi Christy,

Could I get the update on magisterial district reconfiguration? Has a new map been drawn -- or where does that process now stand?

Thanks,

Chauncey Ross  
Indiana, Pa.  
724.463.4262  
cross@whitetownship.org  
cross@indianagazette.net

## MAGISTERIAL DISTRICT REESTABLISHMENT

Pursuant to the Pennsylvania Constitution, a reestablishment of magisterial districts is to occur every ten years in the year following the federal census. Each magisterial district within Indiana County has been analyzed and evaluated with respect to population, caseload, and workload measures. As a result of this analysis, a proposal is planned to be submitted to the Pennsylvania Supreme Court recommending that all of the magisterial districts shall be reestablished as they currently exist in Indiana County. Of all of the sixth-class counties in Pennsylvania, Indiana County's Magisterial District Judges have the fourth highest caseload average. More information regarding the plan may be found in the Indiana County Court Administrator's Office or on the following link: [www.indianacountypa.gov/departments/court-of-common-pleas](http://www.indianacountypa.gov/departments/court-of-common-pleas).

Public comment on the proposed reestablishment will be received by the Court Administrator's Office. Comments should be received by January 21, 2022. Comments may be mailed to Indiana County Court Administrator's Office at 825 Philadelphia St. 2<sup>nd</sup> Floor, Indiana, PA 15701 or may be emailed to [cdonofrio@indianacountypa.gov](mailto:cdonofrio@indianacountypa.gov).