

Municipal Courts Task Force

Meeting Agenda:

February 12, 2026

10:00 a.m. Call to Order

Zoom Only:

<https://ndcourts-gov.zoom.us/j/88155459566?pwd=uz33J99fRnAEvsx3OFmMJbISUZRAPc.1>

Agenda:

1. Call to Order - Roll Call / Introductions (if needed)
2. Approval of December 19, 2025 meeting minutes
3. Unfinished Business from 2025
 - a. Rule 37, North Dakota Rules of Criminal Procedure
 - i. Appeals from municipal court following transition to courts of record
 - ii. Elimination of trial de novo language
 - iii. Appeal timelines and record-transfer requirements
 - b. Proposed Rule 46.1, North Dakota Supreme Court Administrative Rule
 - i. Duties, qualifications, and education of municipal court clerks
 - ii. Judicial authority versus governing-body oversight
 - iii. Reporting obligations and potential conflicts with Attorney General opinions
 - iv. Determination whether to revise, further table, or discontinue rule development
4. Implementation of Approved Rule Amendments
 - a. Rule 30, N.D. Sup. Ct. Admin. R. — Minimum Standards for Municipal Courts 1. Equipment, staffing, and reporting requirements
 - b. Rule 25, N.D. Sup. Ct. Admin. R. — Administration of Oaths
 - c. Rule 36, N.D. Sup. Ct. Admin. R. — Education Requirements for Municipal Judges
 - d. Rule 60, N.D. R. Civ. P. — Limited Applicability to Municipal Matters
5. Municipal Court Recording and Record-Transfer Procedures
 - a. Review of municipal court survey results regarding audio-recording capacity
 - b. Backup requirements for audio records
 - c. Standardized procedures for electronic and physical transfer of records to district court
 - d. Identification of any additional guidance or forms needed
6. Appeal Forms and Templates
 - a. Updated Notice of Appeal / Specifications of Error form
 - b. Revised Certification of Record form
 - c. Template district court orders (affirming, reversing, or dismissing municipal judgments)
 - d. Consideration of codifying simplified appeal procedures by rule
7. Training and Education Initiatives
 - a. Status update on clerk training modules and webinars
 - b. Hosting platform for training materials
 - c. Education planning related to July 1, 2026 statutory and rule changes
8. Future Rule Amendments and Next Steps
 - a. Identification of additional rules affected by N.D.C.C. ch. 40-18.1
 - b. Timeline for remaining recommendations or reports to the Supreme Court
9. Next Meeting Date
10. Schedule March, April, and May meetings
11. Adjournment