



**Auditor**  
**Charles E. Walder**  
*Chief Fiscal Officer*

**Return Voucher Form**

Date: 10/06/22

To: Elected Official, Department head, or Accounting Staff of **Juvenile Court**

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2022-00002778**

**Charlene Wolff \$253.26**

<input type="checkbox"/> Dept. Head Signature Missing on Cover	<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect Account Number	<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Remit Address	<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Insufficient Cash Balance Available	<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Batch not Approved in New World	<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Insufficient Balance Available on PO	<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Missing Original Invoice/Supporting Documents	<input type="checkbox"/> Due Date Deadline Missed
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature	<input checked="" type="checkbox"/> Other

Solution: No original signature. On the voucher cover or invoice Travel Expense Request form does not have the 'approved by' signature line completed.

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 \* Real Estate/ Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: [auditor@co.geauga.oh.us](mailto:auditor@co.geauga.oh.us)

AUDITORS CERTIFICATION OF FUNDS  
O.R.C. 5705.41D

Geauga County, Chardon, Ohio August 30, 2022  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of  
\$9,500.00

has been lawfully approved, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the fund listed next to the item below, free from any previous encumbrances.

CHARLES E. WALDER  
GEAUGA COUNTY AUDITOR

by \_\_\_\_\_, Deputy Auditor  
GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208  
SALES AND USED TAX EXEMPTION - POLITICAL SUBDIVISION  
STATE OF OHIO

FOR AUDITORS USE ONLY	Date: _____
Then and Now Certificate: _____	
Warrant Received by: _____	
Date: _____	

SHIP TO:  
GEAUGA COUNTY  
PROBATE / JUVENILE COURT -JUDGE GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	10/10/2022	253.26
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
08/30/2022		
1099 AMT.		

PURCHASE ORDER NO. 2022-0003292

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 54616

PURCHASED FROM:  
Charlene Wolff

INVOICE TO:  
GEAUGA COUNTY  
PROBATE / JUVENILE COURT -JUDGE GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

*Kimberly*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2051	TRAVEL - 2022 OhioCASA Conference 2051-007-00-902 - Travel 9,500.00	9,500.0000	\$9,500.00
			Meals/Miles - CW		
TOTAL DUE					\$9,500.00

RECEIVED  
OCT 06 2022  
Geauga County Auditor

Presented by Court as a courtesy only,  
NOT statutorily required  
See State ex rel. Grendell v. Walder,  
Slip Opinion No. 2022-Ohio-204

IN THE COURT OF COMMON PLEAS  
JUVENILE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
IN COMMON PLEAS COURT  
2022 OCT -5 AM 10:38

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
JUVENILE COURT )  
EXPENDITURES )  
WOLFF, CHARLENE ) **PROPER ADMINISTRATIVE ORDER**  
) **2022-360**

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$253.26 (Two Hundred Fifty Three Dollars and Twenty Six Cents) from 2051-007-00-902 to WOLFF, CHARLENE, at C/O PROBATE JUVENILE COURT, CHARDON, OH 44024, for 2022 Ohio CASA Conference travel reimbursement, which the Juvenile Court has determined to be an expenditure for a proper public purpose.

Pursuant to R.C. 319.16(D), "if the auditor questions the validity of [this] expenditure... the auditor shall notify the court that presented the documents, shall issue the warrant under protest, and shall notify the auditor of state of the protest."

As an elected official and member of the judicial branch of county government, the Judge of the Geauga County Probate/Juvenile Court is authorized to fix the amount due to court vendors who perform services for the court. Therefore, pursuant to R.C. 307.55(A), this payment is to be processed "Live".

Kindly provide this Court with the original check which it will mail to the vendor.

IT IS SO ORDERED.

  
TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director



nada  
www.eatdrinknada.com  
220 West Nationwide Blvd  
614.715.8260

Server: Christal 09/21/2022  
Table 45/2 7:46 PM  
Guests: 5 80028  
Reprint #: 1

Iced Tea 3.00  
Chicken Tacos (3) 16.00  
1/5 Guacamole ✓ 2.80

Subtotal 21.80  
Tax 1.64

Total 23.44

CASH 23.44  
Balance Due 0.00

find us on the interwebs  
Instagram: @nadacolumbus  
Facebook: @eatdrinknada  
#nadacolumbus #eatdrinknada

Marcella's Short North  
615 North High Street  
Columbus, OH 43215  
(614) 223-2100

Server: KT 09/22/2022  
Table 99/5 7:59 PM  
Guests: 1 10026  
Reprint #: 1

SODA 3.25  
Chicken Parmesan 21.00  
ALL MARINARA ✓

Subtotal 24.25  
Tax 1.82

Total 26.07

CASH 26.07  
Balance Due 0.00

Join us for our happy hour!  
50% off select spirits, cocktails, pizzas,  
antipasta, and starters.  
4-6 pm Monday-Friday!

# Travel Expense Request

Auditor's Number:

2022-3292

Date: August 30, 2022 Department: Juvenile

Convention, Meeting, Etc.: 2022 OhioCASA Conference

Location: Columbus, OH Reason: conference

Dates of Travel: September 21-23, 2022 Dates of Event: September 21-23, 2022

Employees Attending: Abbey King, Michael Hurst, Charlene Wolff, Susan Ebersbacher, (List Names)  
Bonnie Glavic, Mary Ruth Shumway, Scott Wayt, Jennifer Moore-Mallinos, & 15 CASA Volunteers

Account: 2051-007-00-902

### Estimated Expenses:

Hotel	\$4,500.00
Food	\$350.00 (employees only)
Mileage	\$850.00(employees only)
Registration	\$3,450.00
Other	\$350.00
<b>Total</b>	<b>\$9,500.00</b>

Dept Head Approval: I affirm that this expense request is being submitted within the limits and provisions of the County Travel Policy.

Kimberly  
 Department Head Signature

August 29, 2022  
 Date

AUDITOR'S CERTIFICATE OF FUNDS (ORC 5705.41D)  
 I hereby certify that the money required to meet the foregoing contract, agreement or obligation, in the sum of \$ 9500.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2051-007-00-902 fund, free from any previous encumbrances.

By: Kimberly  
 Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 8/30/2022 2257, Journal No. 93.

Original: Above Department  
 Copy: Auditor  
 Copy: Commissioner

Christine Blaw  
 Clerk, Geauga Co. Bd. of Commissioners

### Actual Expenses:

Hotel	_____	Departure Date	_____
Food	\$ 49.51 ✓	Departure Time	_____
Mileage	\$ 203.75 ✓	am / pm	_____
Registration	_____	Return Date	_____
Other	_____	Return Time	_____
<b>Total</b>	<b>\$ 253.26</b>	am / pm	_____

Original receipts must be attached to this statement. Any extraordinary expense must be explained on this form.  
 I hereby certify the actual expenses to be correct:

Signature: Kimberly  
 Title: Court Administrator  
 Approved by: \_\_\_\_\_

Partial Payment

Final Payment