



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **02/01/2023**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00000303

Jennifer D. Moore-Mallinos \$199.38

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

Solution: No original signature on the voucher cover or invoice. No original signatures on the Mileage/Miscellaneous Reimbursement Form.

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

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

Geauga County, Chardon, Ohio January 3, 2022
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$5,000.00 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 [Signature], 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
	2/6/2023	199.38 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2022		
1099 AMT.	dr	
	cr	



2022-140 = \$11.84

PURCHASE ORDER NO. 2022-00000149 = \$187.54 ✓

GEAUGA CO. BOARD OF COMMISSIONERS:
SESSION
RESOLUTION
JOURNAL
PAGE
BUDGET APPROVAL - ENCUMB _____ VOUCHER _____

VENDOR I.D. NO. 12457

PURCHASED FROM:

Jennifer Moore-Mallinos

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

[Signature]

DEPARTMENT LEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Travel Expenses, Other - Travel - Other 1001-007-02-902 - Travel 5,000.00	5,000.0000	\$5,000.00
			December 2022		
TOTAL DUE					\$5,000.00

RECEIVED
FEB 01 2023
Gauga 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
2023 FEB -1 AM 10:04

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT
EXPENDITURES

MOORE MALLINOS, JENNIFER D

) JUDGE TIMOTHY J. GRENDALL
)
)
) PROPER ADMINISTRATIVE ORDER
) 2023-73

NOT
FOR
VETTING

Pursuant to R.C. 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$187.54 (One Hundred Eighty Seven Dollars and Fifty Four Cents) from 1001-007-02-902 payable to MOORE MALLINOS, JENNIFER D, for employee mileage reimbursement, which the Juvenile Court has determined to be an expenditure for a proper public purpose. **Kindly provide this Court with the original check which it will mail to the vendor.**

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".

IT IS SO ORDERED.


TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director

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

FILED
IN COMMON PLEAS COURT

2023 FEB -1 AM 10:04

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

NOT
FOR
VETTING

IN RE:

JUVENILE COURT
EXPENDITURES

MOORE MALLINOS, JENNIFER D

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER

) 2023-74

Pursuant to R.C. 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$11.84 (Eleven Dollars and Eighty Four Cents) from 1001-007-02-901 payable to MOORE MALLINOS, JENNIFER D, for employee mileage reimbursement, which the Juvenile Court has determined to be an expenditure for a proper public purpose. **Kindly provide this Court with the original check which it will mail to the vendor.**

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".

IT IS SO ORDERED.


TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director

Geauga County

Mileage/Miscellaneous Reimbursement Voucher for ALL that follow IRS Standard Mileage

Print Form

Reset Form

PRINT EMPLOYEE NAME J. Moore-Mallory

DEPARTMENT Juvenile

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
12/1/22	Cardinal Middle School		470 Center St., Chardon	18.00	
12/2/22	470 Center St., Chardon		Gaitway High School, RT	30.00	
12/5/22	470 Center St., Chardon		9083 Mentor Ave., Mentor, RT	19.00	
12/6/22	470 Center St., Chardon		Gaitway High School, RT	30.00	
12/6/22	470 Center St., Chardon		231 Main St., Chardon RT	3.00	
12/7/22	Cardinal Middle School		West Geauga Middle School, RT	34.00	
12/8/22	Cardinal Middle School		470 Center St., Chardon	18.00	
12/13/22	Gaitway High School		470 Center St., Chardon 18	18.00	
12/14/22	Cardinal Middle School		West Geauga Middle School, RT	34.00	
12/14/22	470 Center St., Chardon		231 Main St., Chardon RT	3.00	
Column Totals				207.00	
Total Mileage Amount				(A) X .625**	\$ 129.38
Total Reimbursement				(B) + (C)	\$ 129.38

TRAVELER'S CERTIFICATE

I certify that the statements made hereon are true, that the mileage was actually driven on County Business, and that the expenses incurred were in accordance with state and county regulations. I also certify that I have liability insurance as required in ORC 4509.51.

ORIGINAL RECEIPTS MUST BE ATTACHED

J. Moore-Mallory 1/22/23 Date
Employee Signature

Alison Wylant
Department Head Signature

Revised 07/01/2022 RHL

Geauga County

Mileage/Miscellaneous Reimbursement Voucher for ALL that follow IRS Standard Mileage

Print Form

Reset Form

PRINT EMPLOYEE NAME Jennifer Moore-Mallinos DEPARTMENT Juvenile

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
12/15/22	Cardinal Middle School	Court Duties	470 Center St., Chardon	18.00 ✓	
12/16/22	470 Center St., Chardon	Court Duties	Gaitway High School, RT	30.00 ✓	
12/20/22	470 Center St., Chardon	Court Duties	Gaitway High School, RT	30.00 ✓	
12/21/22	Cardinal Middle School	Court Duties	West Geauga Middle School, RT	34.00 ✓	
Column Totals				112.00	

TRAVELER'S CERTIFICATE

I certify that the statements made hereon are true, that the mileage was actually driven on County Business, and that the expenses incurred were in accordance with state and county regulations. I also certify that I have liability insurance as required in ORC 4509.51.

ORIGINAL RECEIPTS MUST BE ATTACHED

Jennifer Moore-Mallinos 1/27/23
Employee Signature Date

Alison Wright
Department Head Signature

Total Mileage Amount (A) X .625** \$ 70.00
Total Reimbursement (B) + (C) \$ 70.00