



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 01/23/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00000191

Samuel Matthews \$205.00

☐ 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. Range visit and targets being paid under Travel Encumbrance.

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 November 20, 2023

I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$1,000.00

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 _____, 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
	01/22/2024	\$ 205.00 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
11/20/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00003806 ✓

GEAUGA CO. BOARD OF COMMISSIONERS:

SESSION

RESOLUTION

JOURNAL

PAGE

BUDGET APPROVAL - ENCUMB _____ VOUCHER _____

VENDOR I.D. NO.

11766

PURCHASED FROM:

Samuel Matthews

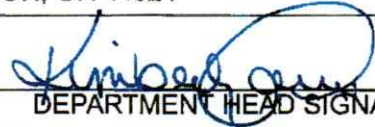
INVOICE TO:

GEAUGA COUNTY

PROBATE / JUVENILE COURT -JUDGE GRENDALL

231 MAIN STREET SUITE 2

CHARDON, OH 44024


DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	TRAVEL - Travel 1001-008-00-902 - Travel 1,000.00 December 2023 - Prob	1,000.0000	\$1,000.00
TOTAL DUE					\$1,000.00

Presented by Court as a
courtesy only,
NOT statutorily required

See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

RECEIVED

JAN 19 2024

Geauga County Auditor

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

FILED
IN COMMON PLEAS COURT

2024 JAN 18 PM 4:32

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
MATTHEWS, SAMUEL R

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER
) 2024-19

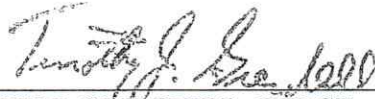
NOT
FOR
VETTING

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$205.00 (Two Hundred Dollars and No Cents) from 01- 008-00-902 payable to MATTHEWS, SAMUEL R, for employee mileage reimbursement, which the Probate 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 1/18/2024

CC: Fiscal Director

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Samuel Matthews

DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
12/1/23	231 Main St Chardon 23PG531, RT		7600 S Ridge Madison	39.4	
12/5/23	231 Main St Chardon 23PG538, RT		Bainbridge, OH	27.6	
12/6/23	231 Main St Chardon 23PG542, RT		12340 Bass Lake Rd Munson	7.4	
12/6/23	231 Main St Chardon 23PG463, RT		10190 Fairmount Rd Newbury	18.8	
12/7/23	231 Main St Chardon Court Duties, RT		207 Chestnut St Painesville	19.6	
12/13/23	231 Main St Chardon 23PG210, RT		10190 Fairmount Rd Newbury	18.8	
12/13/23	Novelty meeting (13.3 - normal commute 11.5 = 1.8), one way		775 South St Chardon; 231 Main St Chardon	1.8	
12/19/23	231 Main St Chardon Court Duties, one first leg of trip plane way		225 Court St Elyria	64.7	
12/28/23	231 Main St Chardon 23PG567, RT		620 Water St Chardon	2.2	
12/28/23	231 Main St Chardon 23PG585, RT		12340 Bass Lake Rd Munson	7.4	
Column Totals				207.7	0.00

\$205.00

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.

Total Mileage Amount (A) X .655**

Total Reimbursement (B) + (C)

\$ 0.00

\$ 0.00

ORIGINAL RECEIPTS MUST BE ATTACHED

Samuel Matthews 1/19/24

Employee Signature

Date

Department Head Signature

** IRS .655 rate effective 01/01/2023
Commissioners Approved 01/05/2023

Revised 01/05/2023 RHL

Reset Form



INDOOR SHOOTING RANGE
12375 KINSMAN ROAD, BUILDING G-2
NEWBURY, OHIO 44065
PHONE: 440-739-4047 • FAX: 440-739-4015

Customers Order No.		Date 12-19-2023	
Drivers License No.		Phone No.	
Sold To			
Address			
City		State	Zip
Qty	Description	Price	Amount
1	RANGE VISIT	22.00	
3	TARGETS	1.50	
ALL SALES ARE FINAL.		Tax	
Rec'd. By		Total	25.90

Thank You!