



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 09/18/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00002341

Western Reserve Office Supply \$577.92

| | |
|--|---|
| <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.

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 2024
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$27,500.00

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 |
| | 9/23/2024 | \$ 577.92 ✓ |
| P.O. DATE | ADJUSTMENT | ACCOUNT NO. |
| 01/03/2024 | | |
| 1099 AMT. | dr. | |
| | cr. | |

PURCHASE ORDER NO. 2024-00001423 ✓

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

VENDOR I.D. NO. 4817

PURCHASED FROM:

Western Reserve Office Supply

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

Kimberly Quinn
DEPARTMENT HEAD SIGNATURE

| QUANTITY | UNIT | FUND | DESCRIPTION | UNIT COST | TOTAL COST |
|-----------|------|------|---|-------------|-------------|
| 1 0000 | Each | 1001 | Other Expenses - Other 1001-008-00-901 - Other 27,500 00 430197 | 27,500 0000 | \$27,500 00 |
| TOTAL DUE | | | | | \$27,500.00 |

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
PROBATE DIVISION
GEAUGA COUNTY, OHIO

FILED
COMMON PLEAS COURT

2024 SEP 17 PM 12:27

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:) JUDGE TIMOTHY J. GRENDALL
)
)
PROBATE COURT)
EXPENDITURES) PROPER ADMINISTRATIVE ORDER
WESTERN RESERVE OFFICE SUPPLY) 2024-204

**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 \$577.92 (Five Hundred Seventy Seven Dollars and Ninety Two Cents) from 1001-008-00-901 payable to WESTERN RESERVE OFFICE SUPPLY, for materials and supplies, 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: Fiscal Director

