



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

**Return Voucher Form**

Date: 10/18/24

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00002628**

**Geauga Credit Union \$951.30**

<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 of 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](mailto:auditor@co.geauga.oh.us)

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

Geauga County, Chardon, Ohio September 13, 2024  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$6,488.96

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

<b>WARRANT NO.</b>	<b>VOUCHER DATE</b>	<b>VOUCHER AMOUNT</b>
	10/21/2024	\$ 951.30 ✓
<b>P.O. DATE</b>	<b>ADJUSTMENT</b>	<b>ACCOUNT NO.</b>
09/13/2024	dr	
<b>1099 AMT.</b>	cr	

**PURCHASE ORDER NO.** 2024-00003556 ✓

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

**VENDOR I.D. NO.** 1704

**PURCHASED FROM:**

Geauga Credit Union

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

*Kimberly [Signature]*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2080	TRAVEL - 2024 NCPJ Fall Conference 2080-008-00-902 - Travel 6,488.96  NCPJ Conference Flights	6,488.9600	\$6,488.96
<b>TOTAL DUE</b>					<b>\$6,488.96</b>

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

FILED  
IN COMMON PLEAS COURT

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

2024 OCT 16 AM 11:26

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
 )  
PROBATE COURT )  
EXPENDITURES ) **PROPER ADMINISTRATIVE ORDER**  
**GEAUGA CREDIT UNION** ) **2024-222**

Pursuant to R.C. 2303.201(E)(1), Administrative Order 2010-02 of this Court issued by Judge Henry (copy attached), and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$951.30 (Nine Hundred Fifty One Dollars and Thirty Cents) from 2080-008-00-902 payable to GEAUGA CREDIT UNION, for 2024 NCPJ Fall Conference travel expenses, 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

FILED  
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION 2010 JUN 29 11:10:01  
GEAUGA COUNTY, OHIO

PROBATE DIVISION  
CLERK  
GEAUGA COUNTY, OHIO

**In Re:**  
**Establishment of Probate Court Special Projects Fund**

**ADMINISTRATIVE ORDER 2010-02**

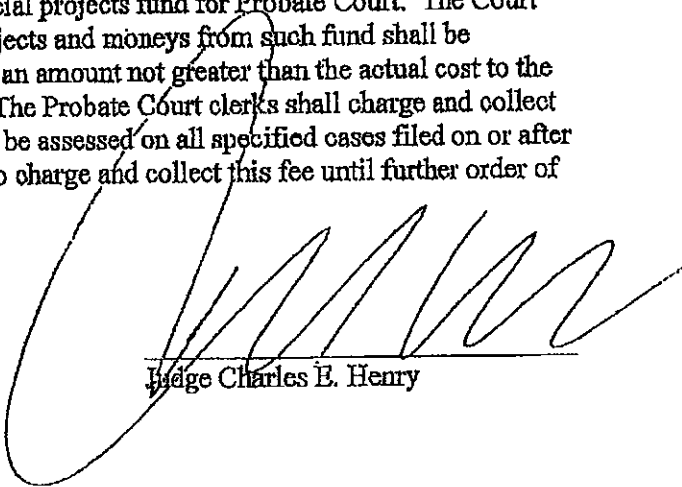
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

WHEREAS, the special projects shall include, but not be limited to, the acquisition of additional facilities or the rehabilitation of existing facilities, the acquisition of equipment, the hiring and training of staff, community service programs, mediation or alternative dispute resolution services, the employment of magistrates, the training and education of judges and magistrates, and other related services.

THEREFORE, pursuant to the authority granted in Ohio Revised Code Section 2303.201(E)(1), the Court hereby amends Rule 4 of the Local Rules of the Geauga County Court of Common Pleas, Probate Division, to encompass a new special projects fee in the sum of Fifteen Dollars (\$ 15.00) to be assessed on the filing of each estate, guardianship, trust, miscellaneous civil case, adoption, minor settlement, wrongful death case, name change, and marriage license.

All fees collected pursuant to this order shall be paid to the Geauga County Treasurer for deposit into a general special projects fund for Probate Court. The Court will allocate the funds to individual projects and moneys from such fund shall be disbursed upon an order of the Court in an amount not greater than the actual cost to the Court of any such determined project. The Probate Court clerks shall charge and collect this fee beginning on March 1, 2010, to be assessed on all specified cases filed on or after said date and the clerks shall continue to charge and collect this fee until further order of this Court.

**IT IS SO ORDERED.**

  
\_\_\_\_\_  
Judge Charles E. Henry

# Travel Expense Request

Auditor's Number:

2024-3556

Date: September 13, 2024

Department: Probate

Convention, Meeting, Etc.: 2024 NCPJ Fall Conference

Location: Gulf Shores, AL Reason: conference

SAR: Nov 9-14, 2024 (9th 12th Self Pay)

Dates of Travel: MM+DD: Nov 13-15, 2024 Dates of Event: November 14-16, 2024 ✓

Employees Attending: Michael Hurst, David Welty, John Ralph (List Names)

Account: 2080--008-00-902 Travel \*LIVE\*

Estimated Expenses	
Hotel	\$1,688.96
Food	\$500.00
Mileage	\$160.00
Registration	\$1,500.00
Other	\$1,200.00
<b>Total</b>	<b>\$6,488.96</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

9/12/2024  
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 \$ 6488.96 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2080-008-00-902 fund, free from any previous encumbrances.

By: K. Keli  
Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 9/26/2024 24-109, Journal No. 97.

Original: Above Department  
Copy: Auditor  
Copy: Commissioner

Christine Olsen  
Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses	
Hotel	Departure Date
Food	Departure Time
Mileage	am / pm
Registration	Return Date
Other	Return Time
<b>Total</b>	am / pm

Other: \$ 951.30  
Total: \$ 951.30 ✓

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: Blige Welty  
Title: Office Manager  
Approved by: Kimberly

Partial Payment   
Final Payment



**Account Summary**

Credit Limit \$6,000.00  
 Billing Cycle 09/17/2024  
 Days In Billing Cycle 30  
 Purchases and Other Charges + \$1,632.40  
 Cash + \$0.00  
 Balance Transfer + \$0.00  
 Credits - \$0.00  
 Payments - \$0.00

**Account Inquiries**

Call us at: (800) 299-9842  
 Lost or Stolen Card: (727) 570-4881

Write us at PO BOX 30495, TAMPA, FL 33630-3495

**TOTAL ACTIVITY**

\$1,632.40

*\$1,582.30* *ku*

**Cardholder Account Summary**

Trans Date	Post Date	Reference Number	Description	Amount
09/06	09/08	24755424251162517751494	HOMES TO SUITES BY HILTON 614-6016990 OH	371.10
09/05	09/08	24943004250050095343491	HILTON COLUMBUS/POLARIS COLUMBUS OH	310.00
09/12	09/13	24692164256109898699225	TRAVELOCITY*7291855655 tvly.com WA	19.38
09/12	09/15	24035964257054492473056	AMERICAN AIR0017132688514 FORT WORTH TX HURST/MICHAEL 111524 PNS / CLT AA V X CLT / CLE AA V O CLE /	282.98
09/12	09/15	24035964257054492473064	AMERICAN AIR0017132688516 FORT WORTH TX WELTY/DAVID 111524 PNS / CLT AA V X CLT / CLE AA V O CLE /	282.98
09/12	09/15	24717054257872574540202	DELTA AIR 0067121338229 SEATTLE WA WELTY/DAVID 111324 CLE / ATL DL V O ATL / PNS DL V X PNS / O	182.98
09/12	09/15	24717054257872574540210	DELTA AIR 0067121338230 SEATTLE WA	182.98

*+631.00* }  
*+951.30* }  
*to be refunded*  
*371.10 - 50.10 = 321.00*

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

GEAUGA CU  
 PO BOX 839  
 BURTON OH 44021-0839



**Account Number**  
 #### #### #### 0162

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

**Closing Date**

09/17/24

**Total Activity**

\$3,250.33

\*\*Memo Statement\*\* No Payment Required

\$

GEAUGA PROBATE JUVE COURT  
 GEAUGA PROBATE JUVE COURT  
 231 MAIN ST.  
 2ND FLOOR  
 CHARDON OH 44024



MAKE CHECK PAYABLE TO:



GEAUGA CU - VISA  
 PO BOX 4521  
 CAROL STREAM IL 60197-4521



GEAUGA PROBATE JUVENILE COURT  
 GEAUGA PROBATE JUVENILE COURT  
 Account Number: #### #### #### 0162

Statement Closing Date:  
 September 17, 2024

Cardholder Account Summary Continued				
Trans Date	Post Date	Reference Number	Description	Amount
			HURST/MICHAEL 111324 CLE / ATL DL V O ATL / PNS DL V X PNS / O	

**Additional Information About Your Account**

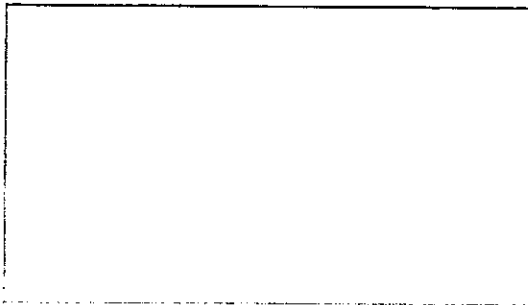
PLEASE NOTE MINIMUM PAYMENT DUE. WE MAY REPORT INFORMATION ABOUT YOUR ACCOUNT TO CREDIT BUREAUS.  
 LATE PAYMENTS, MISSED PAYMENTS, OR OTHER DEFAULTS MAY BE REFLECTED IN YOUR CREDIT REPORT.

and security.

**Contact the airline to confirm:**

- specific seat assignments
- special meals
- frequent flyer point awards
- special assistance requests

**Flight overview**



**Travel dates**

11/13/2024

**Itinerary #**

72918556552411

**Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.**

**Confirmation**

HQ6FJC (Delta)

HQ6FJC (Delta)

**Booking ID**

3KEYJO

**Ticket #**

0067121338230 (Michael Hurst)

0067121338229 (David Welty)

**Protect your trip against certain unexpected cancellations, delays, and other covered events.**

**Protect my trip**

Flight protection offer expires 24 hours after your booking confirmation.

**Departure** Wed, Nov 13

Delta 1369

**Cleveland (CLE)**

9:57am

flight to

**Atlanta (ATL)**

11:48am

**Terminal: S**

MAIN CABIN

Cabin: Economy / Coach (V)

**Included**

- Seat Choice
- Changes
- Carry On Bag
- Bonus Miles

**Fee applies**

- Checked Bags

**Not included**

- Cancellation
- Priority Boarding

1h 51m duration

**Seat:** 33F, 34F | Confirm or change seats with the airline\*

2h 28m stop Atlanta (ATL)

Delta 1013

**Atlanta (ATL)**

2:16pm

**Terminal: S**

flight to

**Pensacola (PNS)**

2:26pm

MAIN CABIN

Cabin: Economy / Coach (V)

**Included**

- Seat Choice
- Changes
- Carry On Bag
- Bonus Miles

**Fee applies**

- Checked Bags

**Not included**

- Cancellation
- Priority Boarding

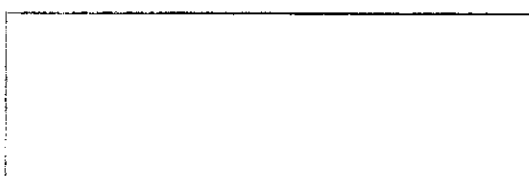
1h 10m duration

**Seat:** 26A, 25A | Confirm or change seats with the airline\*

**Total duration**

5h 29m

**Flight overview**



**Travel dates**

11/15/2024

**Itinerary #**

72918556552411

**Your reservation is booked and confirmed. There is no need to call**

**us to reconfirm this reservation.**

**Confirmation**

FJOXVL (American Airlines)

FJOXVL (American Airlines)

**Booking ID**

BPQ662

**Ticket #**

0017132688514 (MICHAEL HURST)

0017132688516 (DAVID WELTY)

**Return** Fri, Nov 15

American Airlines 5217

**Pensacola (PNS)**

2:39pm

flight to

**Charlotte (CLT)**

5:25pm

**Cabin:** Economy / Coach (V)

1h 46m duration

**Seat:** 21F, 20F | Confirm or change seats with the airline\*

1h 39m stop Charlotte (CLT)

American Airlines 3005

**Charlotte (CLT)**

7:04pm

flight to

**Cleveland (CLE)**

8:38pm

**Cabin:** Economy / Coach (V)

1h 34m duration

**Seat:** 26A, 25A | Confirm or change seats with the airline\*

**Total duration**

4h 59m

**Traveler(s)**

**Michael Hurst**

No frequent flyer details provided

Known Traveler Number TT12S21G5

David Welty

No frequent flyer details provided

Update traveler details and make special requests. Please confirm all requests with your airline.

## Price summary

### Flight 1: CLE to PNS

Traveler 1: Adult	\$182.98 ✓
Flight	\$147.33
Taxes & Fees	\$35.65

Traveler 2: Adult	\$182.98 ✓
Flight	\$147.33
Taxes & Fees	\$35.65

Travelocity Booking Fee	\$19.38 ✓
-------------------------	-----------

### Flight 2: PNS to CLE

Traveler 1: Adult	\$282.98 ✓
Flight	\$240.35
Taxes & Fees	\$42.63

Traveler 2: Adult	\$282.98 ✓
Flight	\$240.35
Taxes & Fees	\$42.63

---

Subtotal	\$951.30 ✓
----------	------------

<b>Total</b>	<b>\$951.30</b>
--------------	-----------------

All prices are quoted in **USD**.

## Additional information

### Flight 1: CLE to PNS

This price includes a nonrefundable booking fee.

### Additional fees

The airline may charge additional fees for checked baggage or other optional services.

- Additional fees for your flight to Pensacola

### Airline rules + restrictions

We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost