



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

**Return Voucher Form**

Date: 12/12/24

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00003072**

**Samuel Matthews \$209.71**

<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](mailto: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 \$3,000.00

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 ID NO. 34 8001208  
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
	12/16/2024	209.71 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024		
1099 AMT.		

PURCHASE ORDER NO. 2024-00001424 ✓

**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

*Kimberly*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Travel Expenses, Other - Travel 1001-008-00-902 - Travel 3,000.00	3,000.0000	\$3,000.00
November 2024					
<b>RECEIVED</b>					
DEC 11 2024					
Geauga County Auditor					
<b>TOTAL DUE</b>					<b>\$3,000.00</b>

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 DEC 11 AM 10:52

PROBATE - JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
PROBATE COURT )  
EXPENDITURES ) **PROPER ADMINISTRATIVE ORDER**  
**MATTHEWS, SAMUEL R** ) **2024-253**

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$209.71 (Two Hundred Nine Dollars and Seventy One Cents) from 1001-008-00-902 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: Fiscal Director

**Geauga County**  
**Mileage/Miscellaneous Reimbursement Voucher**  
**for ALL that follow IRS Standard Mileage**

PRINT EMPLOYEE NAME Sam Matthews DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
11/1/24	231 Main St, Chardon 24PE532		Montville; Middlefield	✓ 19.60	✓ SM
11/1/24	Middlefield	24PG534, 33.0 miles - normal commute 11.5 = 21.5	Chagrin Falls, Novelty	✓ 21.50	✓ SM
11/3/24	Novelty	24PG534, weekend home visit, RT	Chardon	✓ 30.80	✓ SM
11/6/24	Novelty	24PE244, 12.8 - normal commute 11.5 = 1.3	Chesterland; 231 Main St Chardon	✓ 1.30	✓ SM
11/6/24	231 Main St Chardon 24PG446, RT ✓		Madison	✓ 30.20	✓ SM
11/6/24	231 Main St Chardon 24PG519, RT ✓		12741 Ravenwood Dr Chardon	✓ 12.20	✓ SM
11/7/24	231 Main St, Chardon	24PC500; 64.6 - normal commute 11.5 = 53.1	1215 West 3rd Cleveland; Novelty	✓ 53.10	✓ SM
11/8/24	231 Main St Chardon 24PG501		Chagrin Falls	✓ 17.60	✓ SM
11/17/24	Novelty	24PG545, weekend home visit	6780 Mayfield Rd Mayfield Hts, OH; Chardon; Novelty	✓ 24.90	✓ SM
11/17/24	Novelty	24PG547, weekend home visit, RT ✓	12340 Bass Lake Rd Chardon	✓ 17.20	✓ SM
Column Totals A				✓ 228.40	B
Total Mileage Amount (A) X .670*				✓ \$ 153.03	
Total Reimbursement (B) + (C) ✓				✓ \$ 153.03	

**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.

*Samuel Matthews*  
 Employee Signature

12-3-24  
 Date

*Kimberly*  
 Department Head Signature

**ORIGINAL RECEIPTS MUST BE ATTACHED**

IRS .670 rate effective 01/01/2024  
 Commissioners Approved 01/04/2024  
 Revised 01/04/2024 RHL

*Handwritten notes:*  
 11/17/24  
 2001.71  
 B

