



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

Date: **01/16/2025**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-0000137 LBL Lithographers, Shetler Business Solutions \$2,210.08**

<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 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 \$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
	1/22/2025	\$ 2,210.08 ✓
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 _____
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VENDOR I.D. NO. 40009

PURCHASED FROM:

LBL Lithographs, Shelter Business Solutions

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  2024 Envelope Orders  <b>RECEIVED</b>  JAN 15 2025  Geauga County Auditor	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  
2025 JAN 15 AM 11:35  
PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO


IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
PROBATE COURT )  
EXPENDITURES ) **PROPER ADMINISTRATIVE ORDER**  
LBL LITHOGRAPHERS ) **2025-14**

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$2,210.08 (Two Thousand Two Hundred Ten Dollars and Eight Cents) from 1001-008-00-901 payable to LBL LITHOGRAPHERS, for 2024 envelope order, 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

*1/15/2025*

CC: Fiscal Director



14960 S State Ave, P O Box 1307  
 Middlefield, OH 44062-2185  
 payables@lblprinting.com  
 www.shetlers.com

INVOICE # 11710

**BILL TO**  
 G.C. JUVENILE PROBATE  
 231 MAIN ST. STE. 200  
 CHARDON, OH 44024

<b>DATE</b> 02/23/2024	<b>PLEASE PAY</b> \$180.00	<b>DUE DATE</b> 03/24/2024
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**SHIP DATE**  
02/23/2024

**SALES REP**  
JD

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Office Supply #1306	Office Supply - Blank No. 10 Window Envelopes	1,000	0.06	60.00
	Office Supply #1306	Office Supply - Blank No. 10 Window Envelopes	1,000	0.06	60.00
	Office Supply #1306	Office Supply - Blank No. 10 Window Envelopes	1,000	0.06	60.00

SUBTOTAL	180.00
TAX	0.00
TOTAL	180.00

Pay invoice

TOTAL DUE **\$180.00**

THANK YOU.

*JK*



14960 S State Ave, P O Box 1307  
Middlefield, OH 44062-2185  
payables@lblprinting.com  
www.shetlers.com

INVOICE 00007  
95684

**BILL TO**  
G.C. JUVENILE PROBATE  
231 MAIN ST. STE. 200  
CHARDON, OH 44024

**DATE**  
09/19/2024

**PLEASE PAY**  
\$404.08

**DUE DATE**  
10/19/2024

**SHIP DATE**  
09/19/2024

**SALES REP**  
KW

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Copy/Print - Out of Store #965	Envelopes	1	404.08	404.08

Thank you for your business.

SUBTOTAL	404.08
TAX	0.00
TOTAL	404.08

Pay invoice

TOTAL DUE **\$404.08**

✓kw  
THANK YOU.



14960 S State Ave, P O Box 1307  
 Middlefield, OH 44062-2185  
 ✓ payables@lblprinting.com  
 www.shetlers.com

INVOICE 27563  
 27563

**BILL TO**  
 G.C. JUVENILE PROBATE  
 231 MAIN ST. STE. 200  
 CHARDON, OH 44024

<b>DATE</b> 01/30/2024 ✓	<b>PLEASE PAY</b> \$1,626.00	<b>DUE DATE</b> 02/29/2024
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**SHIP DATE**  
01/30/2024

**SALES REP**  
JD

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Copy/Print - Out of Store	#10 Envelopes Window	1	695.00	695.00
	Copy/Print - Out of Store	#10 Envelopes Regular	1	931.00	931.00

SUBTOTAL	✓ 1,626.00
TAX	0.00
TOTAL	1,626.00

Pay invoice

TOTAL DUE

**\$1,626.00**

THANK YOU.  
*[Signature]*