



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

**Return Voucher Form**

Date: **01/16/2025**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-0000139**

**Heather Mountsier \$74.97**

<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 October 22, 2024  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of  
\$1,500.00

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	\$ 74.97 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
10/22/2024	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2024-00003943 ✓

GEAUGA CO. BOARD OF COMMISSIONERS SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 5267

PURCHASED FROM:

Heather Mountsier

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	2005	Travel Expenses, Other - Travel 2005-007-55-902 - Travel 1,500.00	1,500.0000	\$1,500.00
December 2024					
<b>RECEIVED</b> JAN 15 2025 Geauga County Auditor					
TOTAL DUE					\$1,500.00

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  
JUVENILE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
COMMON PLEAS COURT  
2025 JAN 15 AM 11:36  
PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
JUVENILE COURT )  
EXPENDITURES )  
MOUNTSIER, HEATHER ) **PROPER ADMINISTRATIVE ORDER**  
 ) **2025-23**

Pursuant to R.C. 5139.34(C)(3), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$74.97 (Seventy Four Dollars and Ninety Seven Cents) from 2005-007-55-902 payable to MOUNTSIER, HEATHER, for employee mileage reimbursement, which the Juvenile 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

*kk  
1/15/2025*

CC: Fiscal Director

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Heather Mountsier DEPARTMENT Juvenile Probation

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
12/13/24	231 Main Street Chardon 44024	Chardon, Home		5.40	
12/14/24	Field Visit 24JD161 & 24JD182, Home (less normal 12 mile commute)	Chardon		1.80	
12/14/24	231 Main Street Chardon 44024	ROUNDTRIP		29.60	
12/14/24	School Visit 24JD152	Euclid, Home		22.00	
12/14/24	231 Main Street Chardon 44024	Home Visit 24JD109, Home (less normal 12 mile commute)		0.70	
12/16/24	231 Main Street Chardon 44024	Beachwood, Home		18.20	
12/16/24	Field Visit 24JD087, Home (less normal 12 mile commute)	Chardon, Home		18.10	
12/19/24	231 Main Street Chardon 44024	Home Visit 24JD055, Home (less normal 12 mile commute)		1.80	
12/19/24	231 Main Street Chardon 44024	Burton		11.80	
12/10/24	231 Main Street Chardon 44024	ROUNDTRIP		1.80	
12/10/24	School Visit 24JD048	Chardon, Gates Mills, Home		11.80	
12/10/24	231 Main Street Chardon 44024	Field Visit 24JD161 & 24JD182, Home (less normal 12 mile commute)		1.80	
12/13/24	231 Main Street Chardon 44024	Chardon		11.80	
12/13/24	School Visit 23JD191	ROUNDTRIP		1.80	
12/17/24	231 Main Street Chardon 44024	Chardon		11.80	
12/17/24	Field Visit 24JD161 & 24JD182	ROUNDTRIP		1.80	
12/19/24	231 Main Street Chardon 44024	Chardon		11.80	
12/19/24	School Visit 24JD152	ROUNDTRIP		111.20	0.00

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.

*Heather Mountsier*  
Employee Signature

1/6/2025  
Date

*Beth Williams*  
Department Head Signature

ORIGINAL RECEIPTS MUST BE ATTACHED

Total Mileage Amount (A) X ~~670~~\*\*  
Total Reimbursement (B) + (C)

74.50  
74.50

Total  
74.97  
HMM  
KC

IRS 670 rate effective 01/01/2024  
Employers Approved 01/04/2024

