



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

**Return Voucher Form**

Date: **02/28/2025**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-0000502**

**Heather Mountsier \$176.89**

<input type="checkbox"/> Dept. Head Signature Missing on Cover
<input type="checkbox"/> Incorrect Account Number
<input type="checkbox"/> Incorrect Remit Address
<input type="checkbox"/> Insufficient Cash Balance Available
<input type="checkbox"/> Batch not Approved in New World
<input type="checkbox"/> Insufficient Balance Available on PO
<input type="checkbox"/> Missing Original Invoice/Supporting Documents
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature

<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Due Date Deadline Missed
<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, 2025  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$2,000.00

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 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
	3/4/2025	\$ 176.89 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.		

PURCHASE ORDER NO. 2025-00001138 ✓

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

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 2,000.00	2,000.0000	\$2,000.00
January 2025					
<b>RECEIVED</b>					
<b>FEB 27 2025</b>					
Geauga County Auditor					
TOTAL DUE					\$2,000.00

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  
IN THE COURT OF COMMON PLEAS  
2025 FEB 27 AM 11:21  
PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
)  
JUVENILE COURT )  
EXPENDITURES ) **PROPER ADMINISTRATIVE ORDER**  
**MOUNTSIER, HEATHER** ) **2025-61**

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 \$176.89 (One Hundred Seventy Six Dollars and Eighty Nine 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

cc 2/27/2025

CC: Fiscal Director

Geauga County

Mileage/Miscellaneous Reimbursement Voucher  
for ALL that follow IRS Standard Mileage - 2025

Print Form

Reset Form

PRINT EMPLOYEE NAME Heather Mountsier DEPARTMENT Juvenile Probation

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
01/06/2025	231 Main Street Chardon 44024	Home Visit 23JD237, Home (less normal 12 mile commute)	Gates Mills, Home	9.40	
1/10/2025	231 Main Street Chardon 44024	Home Visit 24JD055	Chardon	7.00	
1/10/2025	231 Main Street Chardon 44024	Field Visit 24JD161 & 24JD182, Field Visit 24JD055, Home (less normal 12 mile commute)	Chardon, Home	6.00	
1/14/2025	231 Main Street Chardon 44024	Field Visit 24JD162, Home (less normal 12 mile commute)	Grove City PA, Home	149.00	
1/17/2025	231 Main Street Chardon 44024	School Visit 24JD152, Field Visit 24JD087	Chardon, Beachwood	54.80	
1/27/2025	231 Main Street Chardon 44024	Field Visit 24JD161 & 24JD182	Chardon	12.00	
1/28/2025	231 Main Street Chardon 44024	Home Visit 24JD055, Home (less normal 12 mile commute)	Chardon, Home	0.70	
1/30/2025	231 Main Street Chardon 44024	School Visit 24JD152	Chardon	1.80	
1/30/2025	231 Main Street Chardon 44024	Field Visit 24JD161 & 24JD182	Chardon	12.00	
Column Totals				A	252.70
Total Mileage Amount				(A) X .700**	\$ 176.89
Total Reimbursement				(B) + (C)	\$ 176.89

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

1/31/25  
Date

*Beth Williams*  
Department Head Signature

ORIGINAL RECEIPTS MUST BE ATTACHED

County Commissioners Approved 01/07/2025  
effective 01/01/2025