



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

**Return Voucher Form**

Date: 06/12/2025

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2025-1396**

**Charlene Wolff \$92.40**

<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 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 \$15,000.00

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
	6/16/2025	\$ 92.40 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.		

PURCHASE ORDER NO. 2025-00001145 ✓

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

VENDOR I.D. NO. 54616

**PURCHASED FROM:**

Charlene Wolff

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

  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2051	Travel Expenses, Other - Travel 2051-007-00-902 - Travel 15,000.00	15,000.0000	\$15,000.00
			May 2025		
			<b>RECEIVED</b>		
			JUN 11 2025		
			Geauga County Auditor		
				TOTAL DUE	\$15,000.00

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 COMMON PLEAS COURT  
2025 JUN 10 PM 5:29 ✓

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

JUVENILE COURT  
EXPENDITURES

)

WOLFF , CHARLENE

) **PROPER ADMINISTRATIVE ORDER**

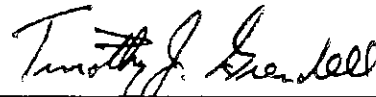
) **2025-246**

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$92.40 (Ninety Two Dollars and Forty Cents) from 2051-007-00-902 payable to WOLFF , CHARLENE, 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

*in 6/10/2025*

CC: Fiscal Director

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Charlene Wolff

DEPARTMENT Juvenile Court-CASA

DATE	ORIGIN	DESTINATION	MILEAGE	MISC. AMOUNT
	PURPOSE OF TRAVEL			
5/1/25	470 Center St., Chardon, OH 44024	14743 N. State Ave., Middlefield, OH 44062	✓ 26.00	
	Set up for CASA Appreciation Evening, round trip 1			
5/1/25	470 Center St., Chardon, OH 44024	14743 N. State Ave., Middlefield, OH 44062	✓ 26.00	
	CASA Appreciation Evening, round trip 2			
5/8/25	470 Center St., Chardon, OH 44024	Kinship home, Chardon, OH 44024 22JF62	✓ 3.00	
	Outing with CASA child			
5/8/25	Kinship home, Chardon, OH 44024 22JF62	6055 SOM Center Rd., Willoughby, OH 44094	✓ 15.00	
	Outing with CASA child			
5/8/25	6055 SOM Center Rd., Willoughby, OH 44094	Kinship home, Chardon, OH 44024 22JF62	✓ 15.00	
	Outing with CASA child			
5/8/25	Kinship home, Chardon, OH 44024 22JF62	470 Center St., Chardon, OH 44024	✓ 3.00	
	Outing with CASA child			
5/8/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Collect mail, round trip			
5/13/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip			
5/14/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip			
5/15/25	470 Center St., Chardon, OH 44024	Concord, OH 44077 25JD081	✓ 13.00	
	Meeting with CASA, round trip			
Column Totals A			✓ 110.00	B

**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.

Total Mileage Amount	(A) X .700*	\$ 77.00
Total Reimbursement	(B) + (C)	<b>\$ 77.00</b>

**ORIGINAL RECEIPTS MUST BE ATTACHED**

Charlene Wolff 5/29/25  
Employee Signature Date

[Signature]  
Department Head Signature

IRS .700 rate effective 01/01/2025  
Commissioners Approved 01/07/2025

*Handwritten:* Total 92.40

