



Auditor
Charles E. Walder

Chief Fiscal Officer

Return Voucher Form

Date: 07/24/25

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00001693

Business Information Systems Inc \$3769.82

<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. Wrong date on voucher. Please be advised that pursuant to Ohio Revised Code Sections 307.84 and 307.86 this purchase does not comply.

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

**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
\$11,500.00

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 GREDELL
231 MAIN STREET SUITE 2
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	7/28/2025 ✓	\$ 3,769.82 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.		
	dr	
	cr	

PURCHASE ORDER NO. 2025-00001148 ✓ KC

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 50991

PURCHASED FROM:

Business Information Systems, Inc.

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

Kimberly
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2080	Other Expenses - Other 2080-008-00-901 - Other 11,500.00 Support 2025-2026 - 102196	11,500.0000	\$11,500.00
RECEIVED JUL 23 2025 Geauga County Auditor					
TOTAL DUE					\$11,500.00

**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 JUL 23 AM 11:13
PROBATE JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
**BIS- BUSINESS INFORMATION
SYSTEMS, INC**

) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2025-117**

Pursuant to R.C. 2303.201(E)(1), Administrative Order 2010-02 of this Court issued by Judge Henry (copy attached), and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$3,769.82 (Three Thousand Seven Hundred Sixty Nine Dollars and Eighty Two Cents) from 2080-008-00-901 payable to BIS-BUSINESS INFORMATION SYSTEMS, INC, for recording system maintenance support, 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

FILED
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS
PROBATE DIVISION 2010 JUN 29 11:11:01
GEAUGA COUNTY, OHIO

PROBATE DIVISION
GEAUGA COUNTY, OHIO

In Re:
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

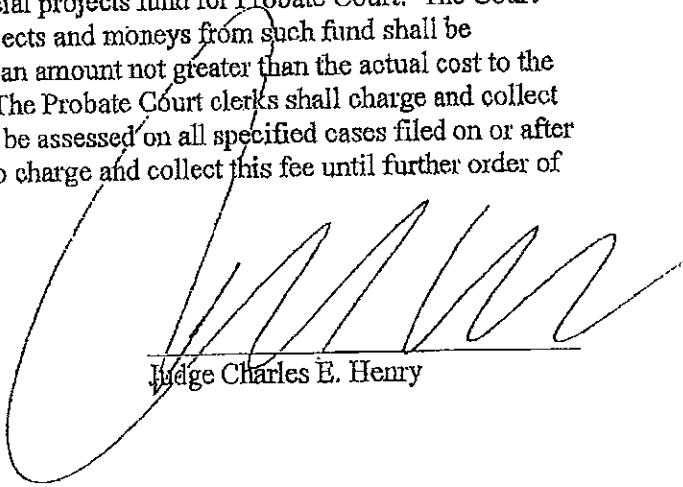
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

WHEREAS, the special projects shall include, but not be limited to, the acquisition of additional facilities or the rehabilitation of existing facilities, the acquisition of equipment, the hiring and training of staff, community service programs, mediation or alternative dispute resolution services, the employment of magistrates, the training and education of judges and magistrates, and other related services.

THEREFORE, pursuant to the authority granted in Ohio Revised Code Section 2303.201(E)(1), the Court hereby amends Rule 4 of the Local Rules of the Geauga County Court of Common Pleas, Probate Division, to encompass a new special projects fee in the sum of Fifteen Dollars (\$ 15.00) to be assessed on the filing of each estate, guardianship, trust, miscellaneous civil case, adoption, minor settlement, wrongful death case, name change, and marriage license.

All fees collected pursuant to this order shall be paid to the Geauga County Treasurer for deposit into a general special projects fund for Probate Court. The Court will allocate the funds to individual projects and moneys from such fund shall be disbursed upon an order of the Court in an amount not greater than the actual cost to the Court of any such determined project. The Probate Court clerks shall charge and collect this fee beginning on March 1, 2010, to be assessed on all specified cases filed on or after said date and the clerks shall continue to charge and collect this fee until further order of this Court.

IT IS SO ORDERED.



Judge Charles E. Henry

BUSINESS INFORMATION SYSTEMS, INC.

6600 Park of Commerce Blvd.
Boca Raton, FL 33487-8224
+18008347674
ap@bisdigital.com
www.bisdigital.com



BILL TO

Geauga County Probate/Juvenile Court
Attn.: Kimberly Laurie
231 Main Street, 2nd Floor
Chardon, OH 44024

SHIP TO

Geauga County Probate/Juvenile Court
Attn.: Kimberly Laurie
231 Main Street, 2nd Floor
Chardon, OH 44024

INVOICE 102196

DATE 06/01/2025 TERMS Due on receipt

DUE DATE 06/01/2025

SHIP VIA
MNT

TRACKING NO.
GEA701/M-50013682

START DATE
06/01/2025

END DATE
05/31/2026

QTY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
1	MNT-R-DCR	#26-06-A-79842/M-50013682 PROBATE & JUVENILE- Two DCR systems On-Site Service & Support Renewal Contract BIS Digital Recording System. (Remote Support & Hardware Replacement Included)	2,819.817	2,819.82
2	DCR SAS w/ MNT	Annual DCR Software Assurance (SAS). Coincides with Maintenance Contract.	475.00	950.00

SUBTOTAL 3,769.82
TAX (0%) 0.00
TOTAL 3,769.82

TOTAL DUE \$3,769.82

mu