



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 09/18/25

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00002178

Michael Hurst \$164.64

☐ Dept. Head Signature Missing on Cover	☐ Incorrect Vendor Numbers (s)
☐ Incorrect Account Number	☐ Incorrect/No Encumbrance No.
☐ Incorrect Remit Address	☐ Incorrect Voucher Amount
☐ Insufficient Cash Balance Available	☐ Incorrect G/L Date
☐ Batch not Approved in New World	☐ Expense Precede Encumbrance
☐ Insufficient Balance Available on PO	☐ Remit Copy Missing
☐ Missing Original Invoice/Supporting Documents	☐ Due Date Deadline Missed
☐ Missing "OK to Pay" Initials/Signature	☒ Other

Solution: No original signature on the voucher cover or invoice. Wrong date on voucher.

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 August 18, 2025
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$2,395.00

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
	9/22/2025 +	\$ 164.64 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
08/18/2025		
1099 AMT.	dr	
	cr	

PURCHASE ORDER NO. 2025-00003042 ✓

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

VENDO 10107

PURCHASED FROM:

Michael Hurst

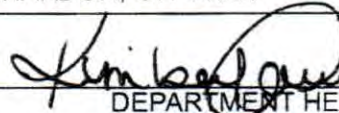
INVOICE TO:

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	2080	TRAVEL - 2025 Ohio Association of Magistrates Fall Conference 2080-008-00-902 - Travel 2,395.00 Mileage RECEIVED SEP 17 2025 Geauga County Auditor	2,395.0000	\$2,395.00
TOTAL DUE					\$2,395.00

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
IN THE COURT OF COMMON PLEAS
2025 SEP 17 PM 12:15
PROBATE - JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
HURST, MICHAEL

) JUDGE TIMOTHY J. GRENDALL

)

)

) **PROPER ADMINISTRATIVE ORDER**
) **2025-156**

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 \$164.64 (One Hundred Sixty Four Dollars and Sixty Four Cents) from 2080-008-00-902 payable to HURST, MICHAEL, for reimbursement of travel expenses for the 2025 Ohio Association of Magistrates Fall Conference, 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

TIMOTHY J. GRENDALL, JUDGE

✓ 9/17/2025

CC: Fiscal Director

FILED
COMMON PLEAS COURT
IN THE COURT OF COMMON PLEAS
PROBATE DIVISION 2010-02-29 11:01
GEAUGA COUNTY, OHIO
PROBATE DIVISION
GEAUGA COUNTY, OHIO

In Re:
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

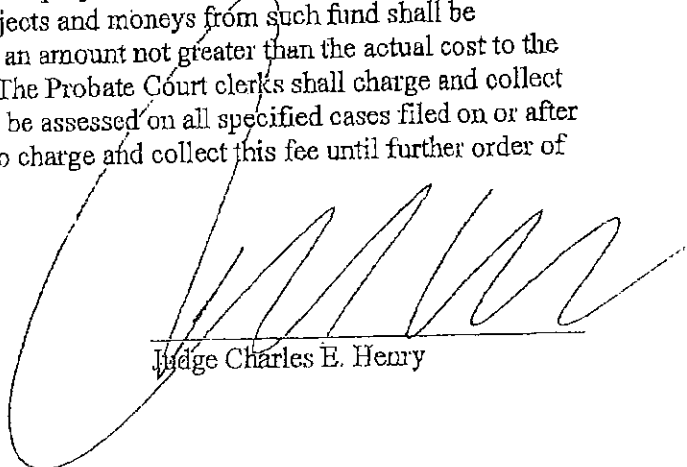
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

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

Travel Expense Request

Auditor's Number:

2025-3042

Date: 8/18/2025 Department: ProbateConvention, Meeting, Etc.: 2025 Ohio Association of Magistrates Fall ConferenceLocation: Columbus, OH Reason: conferenceDates of Travel: September 2-5, 2025 Dates of Event: September 3-5, 2025 ✓Employees Attending: Magistrates Abbey L. King and Michael L. Hurst (List Names)Account: 2080-008-00-902 Travel * UUE*

Estimated Expenses:		
Hotel	\$900.00	✓
Food	\$75.00	✓
Mileage	\$420.00	✓
Registration	\$900.00	✓
Other	\$100.00	✓
Total	\$2,395.00	✓

Dept Head Approval: I affirm that this expense request is being submitted within the limits and provisions of the County Travel Policy.

Department Head Signature: KimberlyDate: 7/29/2025

AUDITOR'S CERTIFICATE OF FUNDS (ORC 5705.41D)
I hereby certify that the money required to meet the foregoing contract, agreement or obligation, in the sum of \$ 2,395.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2080-008-00-902 fund, free from any previous encumbrances. ✓

By: Khel
Deputy AuditorThe Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 8/23/2025 08-168 Journal No. 98 ✓

Original: Above Department

Copy: Auditor

Copy: Commissioner

Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:		
Hotel		Departure Date
Food		
Mileage	\$ 164.64	Departure Time am / pm
Registration		Return Date
Other		
Total	\$ 164.64	Return Time am / pm

Original receipts must be attached to this statement. Any extraordinary expense must be explained on this form.

I hereby certify the actual expenses to be correct:

Signature: Justin W. WadellTitle: Office Manager ✓Approved by: KimberlyPartial Payment ☒Final Payment ☐

Revised 08/20/08

Original and 2 copies required

Reset Form

DEPARTMENT Probate/Juvenile

[illegible]

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.

Column Totals A

Total Mileage Amount

Total Reimbursement

✓ 235.20

(A) X .700**

(B) + (C)

B

C

\$ 164.64

\$ 164.64

ORIGINAL RECEIPTS ~~MUST~~ BE ATTACHED

equipped in ORC 4509.51.


Employee Signature

9/8/25
Date

Department Head Signature

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

Revised 01/08/2025 RHL