



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 10/30/25

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-000002509

Samuel Matthews \$231.87

☐ 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. No food amount was estimated on the Travel Expense Request form.

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 September 23 2025
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$2,460.00

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 GRENDELL
231 MAIN STREET SUITE 2
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	11/3/2025 ✓	\$ 231.87 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
09/23/2025	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2025-00003299 ✓ **KC**

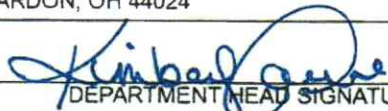
GEAUGA CO. BOARD OF COMMISSIONERS: SESSION RESOLUTION JOURNAL PAGE BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
--

VENDOR I.D. NO. **11766**

PURCHASED FROM:

Samuel Matthews

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


DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	TRAVEL - 2025 OBACOA Fall Conference 1001-007-02-902 - Travel 2,460.00 Miles & Meals - 2025 OBACOA RECEIVED OCT 30 2025 Geauga County Auditor	2,460.0000	\$2,460.00
TOTAL DUE					\$2,460.00

**Presented by Court as a
courtesy only,
NOT statutorily required**

See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

Travel Expense Request

Auditor's Number:

2025-3299

Date: September 23, 2025

Department: Juvenile

Convention, Meeting, Etc.: 2025 OBACOA Fall Conference

Location: Dublin, OH

Reason: training

Dates of Travel: October 15-17, 2025

Dates of Event: October 16-17, 2025

Employees Attending: John Ralph, Sam Matthews, Bonnie Glavic (List Names)

Account: 1001-007-02-902 Travel

Estimated Expenses:

Hotel \$810.00
Food _____
Mileage \$450.00
Registration \$1,050.00
Other \$150.00
Total \$2,460.00

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

Date

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 \$ 2,460.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 1001-007-02-902 fund, free from any previous encumbrances.

By:

Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 9/23/2025 25-182, Journal No. 99

Original: Above Department

Copy: Auditor

Copy: Commissioner

Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:

Hotel _____ Departure Date _____
Food \$ 31.39 Departure Time _____
Mileage \$ 200.48 am / pm _____
Registration _____ Return Date _____
Other _____ Return Time _____
Total \$ 231.87 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: _____

Title: _____

Approved by: _____

Partial Payment



Final Payment



Revised 08/20/08

Original and 2 copies required

**IN THE COURT OF COMMON PLEAS
JUVENILE DIVISION
GEAUGA COUNTY, OHIO**

IN RE:

JUVENILE COURT
EXPENDITURES
MATTHEWS, SAMUEL R

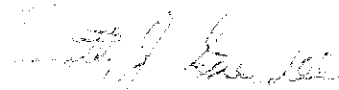
) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2025-399**

Pursuant to R.C. 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$231.87 (Two Hundred Thirty One Dollars and Eighty Seven Cents) from 1001-007-02-902 payable to MATTHEWS, SAMUEL R, for travel expenses for the 2025 OBACOA Fall Conference, 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: Fiscal Director

CHERRY VALLEY HOTEL
2299 CHERRY VALLEY RD SE
CHERRY VALLEY, MN 55009
TEL: 507-445-1111
FAX: 507-445-1112

10/15/2025

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10/15/2025

Cherry Valley Hotel
2299 CHERRY VALLEY RD SE

Server: Mackenzie 10/15/2025 ✓
Bar 1/1 6:36 PM
Guests: 1 10039

GL Giesen 7.00 ✗
Craftsman Burger 18.00
French Fries 2.00

Subtotal 27.00
Tax 1.96 ✗

Total 28.96

Balance Due 28.96

Room # _____

Print Name _____

+ Tip: cash

= Total: 28.96

x Sam Matheny

Thank You!!!
Please leave us a review on google!

10/15/2025 10:00 AM save \$2

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Samuel Matthews

DEPARTMENT Juvenile

DATE	ORIGIN	DESTINATION	MILEAGE	MISC. AMOUNT
	PURPOSE OF TRAVEL			
10/15/2025	231 Main St Chardon, OH	Novelty; 2299 Cherry Valley Rd SE Newark, OH 43055	✓ 143.50	
	Training, 155 total - 11.5 normal commute = 143.5			
10/16/2025	2299 Cherry Valley Rd SE Newark, OH 43055	255 S 6th St Newark, OH 43055	✓ 11.40	
	training, RT <i>Ohio Bailiff And Court Officer Association</i>			
10/17/2025	2299 Cherry Valley Rd SE Newark, OH 43055	Novelty	✓ 131.50	
	training (143.0 - normal commute 11.5 = 131.5)			
10/15/2025				✓ 11.39
	Meal while traveling (11.56 - tax of 0.17 = 11.39)			
10/15/2025				✓ 20.00
	dinner at training (28.96 - tax 1.96 - 7.00 non-food item = 20.00)			

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.

Column Totals A **286.40** B **\$ 31.39**

Total Mileage Amount (A) X .700** **\$ 200.48** C

Total Reimbursement (B) + (C) **\$ 231.87**

ORIGINAL RECEIPTS MUST BE ATTACHED

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

Revised 01/08/2025 RHL

Employee Signature

Date

Department Head Signature