



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 11/14/25

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00002609

Charlene Wolff \$91.00

<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.

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
\$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
	11/17/2025 ✓	\$ 91.00 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2025-00001145 ✓ **KC**

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

Kimberly
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 October 2025	15,000.0000	\$15,000.00
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

RECEIVED
NOV 18 2025
Geauga County Auditor

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

FILED
NOV 10 2025

NOV 10 PM 3:35

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT
EXPENDITURES
WOLFF , CHARLENE

) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2025-429**

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 \$91.00 (Ninety One Dollars and No 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

10/11/2025

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			
10/1/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip 1			
10/1/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip 2			
10/2/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court (file), round trip			
10/6/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court (file), round trip			
10/9/25	470 Center St., Chardon, OH 44024	17222 Snyder Rd., Chagrin Falls, OH 44023	✓ 34.00	
	Volunteer fair, round trip			
10/14/25	470 Center St., Chardon, OH 44024	17222 Snyder Rd., Chagrin Falls, OH 44023	✓ 34.00	
	Training, round trip			
10/15/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip 1			
10/15/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court hearing, round trip 2			
10/17/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court (mail), round trip			
10/20/25	470 Center St., Chardon, OH 44024	Courthouse Annex, Chardon, OH 44024	✓ 3.00	
	Court (file), round trip			

Column Totals A ✓ 92.00

Total Mileage Amount (A) X .700** \$ 64.40

Total Reimbursement (B) + (C) **\$ 64.40**

Handwritten: \$91.00

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.

ORIGINAL RECEIPTS MUST BE ATTACHED

Charlene Wolff
Employee Signature

11/3/25
Date

[Signature]
Department Head Signature

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

Revised 01/08/2025 RHL

Handwritten: 502

