



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **09/14/2022**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2022-00002579

LBL Lithographers \$137.39

<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.

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. 6705.41D

Geauga County, Chardon, Ohio January 3, 2022
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$8,000.00 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. 84-6001208
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
	9/19/2022	137.39 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2022	dr	
1099 AMT.	cr	



PURCHASE ORDER NO. 2022-00001272 ✓

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

VENDOR I.D. NO. 40009

PURCHASED FROM:

LBL Lithographers dba Shetler Office Sol.

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	1001	Materials & Supplies - Materials & Supplies 1001-008-00-701 - Materials and Supplies 8,000.00 901165-P	8,000.0000	\$8,000.00
TOTAL DUE					\$8,000.00

RECEIVED
SEP 14 2022
Gauga County Auditor

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 COMMON PLEAS COURT
2022 SEP 13 PM 2:34

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
LBL LITHOGRAPHERS

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER

) 2022-179

NOT
FOR
VETTING

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$137.39 (One Hundred Thirty Seven Dollars and Thirty Nine Cents) from 1001-008-00-701 to LBL LITHOGRAPHERS, at DBA: SHETLER OFFICE SOLUTIONS, PO BOX 1307, MIDDLEFIELD, OH 44062, for materials and supplies, which the Probate Court has determined to be an expenditure for a proper public purpose.

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".

Kindly provide this Court with the original check which it will mail to the vendor.

IT IS SO ORDERED.


TIMOTHY J. GRENDALL, JUDGE

KL
9/13/2022

CC: Fiscal Director

Shetler Office Solutions

Invoice

14960 South State Ave
PO Box 1307
Middlefield, OH 44062

Date	Invoice #
8/23/2022	901165

Bill To
G.C. JUVENILE PROBATE-000204 231 MAIN ST. STE. 200 CHARDON, OH 44024

Ship To
Attn: Shawna Myers G.C. JUVENILE PROBATE 231 MAIN ST. STE 200 CHARDON, OH 44024

P.O. Number	Terms	Due Date
Shawna Myers	NET 30 Days	9/22/2022

Quantity	Item Code	Description	Price Each	Amount
2	Supplies	RED8L800: BOOK,MONEY RECEIPT DUP - EA	10.88	21.76
2	Supplies	UBC65874PP: REFILL,GEL,IMPCTRT,BE,2PK - PK	3.53	7.06
1	Supplies	QUA44562: ENVELOPE,CAT,9X12,28#BRKR - BX	51.57	51.57
2	Supplies	UNV15541: PEN,ADVINK,BE - DZ	13.26	26.52
2	Supplies	MMM654YW: NOTE,POST-IT,3X3,12/PK,YW - PK	19.27	38.54
1	Supplies	UNV72220: CLIP,JUMBO,SMOOTH,1M/PK - PK	18.22	18.22
2	Supplies	UNV72220BX: CLIP,JUMBO,SMOOTH,100BX - BX	0.93	1.86
1	Supplies	UNV01117: RUBBERBANDS,SIZE 117,1LB - PK	19.77	19.77
6	Supplies	TOP75330: PAD,LGL RL,LTR,WHT - PD	6.29	37.74
1	Supplies	SAN37001: MARKER,SHARPIE,ULTRAFN,BK - DZ	9.99	9.99
1	Supplies	TOM68722: TAPE,CORRECT 1/6,WE,10/PK - PK	19.99	19.99
<p>\$137.39 ✓ from probate</p> <p>\$115.63 from juvenile</p>				

Total

\$253.02

Phone #	Fax #	Web Site
440-632-0356	440-632-1823	shetlerprinting.com