



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **10/20/22**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2022-0002900 LBL Lithograhers dba Shetler Office Solutions \$71.11

<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 this 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
	10/24/2022	71.11 ✓
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	8,000.0000	\$8,000.00
			20248		
				TOTAL DUE	\$8,000.00

Presented by Court as a
courtesy only,
NOT statutorily required

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

IN THE COURT OF COMMON PLEAS

PROBATE DIVISION
GEAUGA COUNTY, OHIO

FILED
IN COMMON PLEAS COURT
2022 OCT 19 AM 9:57

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
LBL LITHOGRAPHERS

**NOT
FOR
VETTING**

) JUDGE TIMOTHY J. GRENDALL
)
)
) PROPER ADMINISTRATIVE ORDER
) 2022-201

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$71.11 (Seventy One Dollars and Eleven Cents) from 1001-008-00-701 to LBL LITHOGRAPHERS, at DBA: SHETLER OFFICE SOLUTIONS, PO BOX 1307, MIDDLEFIELD, OH 44062, for materials & 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

CC: Fiscal Director

Shetler Office Solutions

14960 South State Ave ✓
PO Box 1307
Middlefield, OH 44062

Invoice

Date	Invoice #
9/15/2022 ✓	✓ 20248

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

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

P.O. Number	Terms	Due Date
	NET 30 Days	10/15/2022

Quantity	Item Code	Description	Price Each	Amount
1	Copy/Print - In Stor...	#10 Envelopes W/return Address/ In Store Any Inside service order. Prints, Copys, Binding, Wide Format. ✓	71.11	71.11T

			Total
			\$71.11

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

5.17