



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 01/06/2023

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00000069

Western Reserve Office Supply \$910.91

<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 invoices.

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. 6706.41D

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
\$12,000.00

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
	1/9/2023	910.91 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2022		
1099 AMT.		



PURCHASE ORDER NO. 2022-00001221

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

VENDOR I.D. NO. 4817

PURCHASED FROM:

Western Reserve Office Supply

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 1001-007-02-701 - Materials and Supplies 12,000.00 429185, 200, 234	12,000.0000	\$12,000.00
TOTAL DUE					\$12,000.00

RECEIVED

JAN 05 2023

Geauga 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
JUVENILE DIVISION
GEAUGA COUNTY, OHIO

FILED
IN COMMON PLEAS COURT
2023 JAN -5 PM 1:47
PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:) JUDGE TIMOTHY J. GRENDALL
)
JUVENILE COURT)
EXPENDITURES)
WESTERN RESERVE OFFICE SUPPLY) PROPER ADMINISTRATIVE ORDER
2023-2

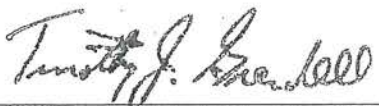
NOT
FOR
VETTING

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 \$910.91 (Nine Hundred Ten Dollars and Ninety One Cents) from 1001-007-02-701 payable to WESTERN RESERVE OFFICE SUPPLY, for supplies, 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.

 1/5/2023
TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director

WESTERN RESERVE OFFICE SUPPLY

P.O.BOX 167
CHARDON OH 44024
440-285-2256

customerservice@WesternReserveOfficeSupply.com

INVOICE 429185**INVOICE DATE: DEC 07/2022****TO:**

Geauga County Probate Court
231 Main Street #200
Chardon OH 44024

SHIP TO:

same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna Myers	Our truck	12/07/22	Net 30
QUANTITY	DESCRIPTION			UNIT PRICE	TOTAL
10 ✓	UNV40115 round labels, .75" green			6.54	65.40
2 ✓	UNV44104 catalog envelope, white 9x12,250bx			76.49	152.98
2 ✓	UNV15541 ballpoint pen, retractable, blue,med,dz			8.66	17.32
2 ✓	SMD13043 file folders, letter, purple,100bx			38.99	77.98
4 ✓	SMD10502 file folders, letter, green poly, 24bx			29.11	116.44
1 ✓	SMD12043 file folders, letter, blue 100bx			38.99	38.99
1 ✓	SMD12943 file folders, letter, yellow 100bx			38.99	38.99
1 ✓	SMD51920 poly out guide, 2pocket letter red 50bx			152.87	152.87
2 ✓	UNV81004 paper fastener, 2prong, 2", silver 100bx			16.31	32.62
1 ✓	UNV72210 paper clips, #1, 1000bx			6.99	6.99
1 ✓	UNV08855 highlighters, fl pink, dz			9.68	9.68
1 ✓	UNV08851 highlighters, fl yellow, dz			9.68	9.68
1 ✓	UNV08854 highlighters, fl blue, dz			9.68	9.68
2 ✓	WAU22551 color paper, letter, reentry red rm			24.47	48.94
2 ✓	WAU22671 color paper, letter, planetary purple rm			24.47	48.94
1 ✓	XST22112 refill ink for Xstamper, black			4.68	4.68
12 ✓	UNV20746 d-ring binder, letter, 2" white			17.33	207.96
1 ✓	UNV08852 highlighters, fl green, dz			9.68.	9.68
This order is tax exempt. Thank you for your order.				TOTAL DUE	\$1049.82 ✓

This order is tax exempt. Thank you for your order.

Severable = \$744.96 ✓

INVOICE 429200

INVOICE DATE: DEC 14 2022

SHIP TO:
same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna Myers	Our truck	12/14/22	Net 30
QUANTITY	DESCRIPTION			UNIT PRICE	TOTAL
1	SPECIAL ORDER business cards, full color, 500/lot			59.00	59.00
	BETH WILLIAMS, DIRECTOR OF YOUTH SERVICES				

This order is tax exempt. Thank you for your order.

P.O.BOX 167
CHARDON OH 44024
440-285-2256

440-285-2256

INVOICE 429234

INVOICE DATE: DEC 28 2022

Geauga County Probate Court
231 Main Street #200
Chardon OH 44024

same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna Myers	Our truck	12/28/22	Net 30
QUANTITY	DESCRIPTION			UNIT PRICE	TOTAL
5	BLS110396 calendar book, 8x5, weekly/monthly 2023			21.39	✓ 106.95

This order is tax exempt. Thank you for your order.