



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **04/21/2023**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00000990

O.A.P.J. \$400.00

Dept. Head Signature Missing on Cover
 Incorrect Account Number
 Incorrect Remit Address
 Insufficient Cash Balance Available
 Batch not Approved in New World
 Insufficient Balance Available on PO
 Missing Original Invoice/Supporting Documents
 Missing "OK to Pay" Initials/Signature

Incorrect Vendor Numbers (s)
 Incorrect/No Encumbrance No.
 Incorrect Voucher Amount
 Incorrect G/L Date
 Expense Precede Encumbrance
 Remit Copy Missing
 Due Date Deadline Missed
 Other

Solution: No original signature on the voucher or invoice. Remit address on registration does not match New World [envelope created on behalf of the department]. No original signature on the voucher or invoice. Travel Expense Report missing "approved by" signature.

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 March 28, 2023
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$1,400.00

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
	04/24/2023	\$ 400.00 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
03/28/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00002217 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION RESOLUTION JOURNAL PAGE BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 3195

PURCHASED FROM:

O.A.P.J.

INVOICE TO:

GEAUGA COUNTY
PROBATE / JUVENILE COURT -JUDGE GRENDALL
231 MAIN STREET SUITE 2
CHARDON, OH 44024

Kimberly Owen
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2080	TRAVEL - 2023 OAPJDR Annual Summer Conference 2080-008-00-902 - Travel 1,400.00	1,400.0000	\$1,400.00
			Registration		
			RECEIVED APR 20 2023 Geauga County Auditor		
			TOTAL DUE		\$1,400.00

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

2023 APR 20 AM 10:39

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
OHIO ASSOCIATION OF PROBATE
JUDGES

) JUDGE TIMOTHY J. GRENDALL
)
)
) PROPER ADMINISTRATIVE ORDER
) 2023-117

Pursuant to R.C. 2303.201(E)(1), Administrative Order 2010-02 of this Court issued by Judge Henry (copy attached), and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$400.00 (Four Hundred Dollars and No Cents) from 2080-008-00-902 payable to OHIO ASSOCIATION OF PROBATE JUDGES, for 2023 OAPJDR annual summer conference, which the Probate 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

FILED
IN COMMON PLEAS COURT

2023 APR 20 AM 10:39

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

In Re:

Establishment of Probate Court Special Projects Fund

FILED
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS

PROBATE DIVISION

GEAUGA COUNTY, OHIO

FILED
2010 JUN 29 11:10:01
PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

ADMINISTRATIVE ORDER 2010-02

WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

WHEREAS, the special projects shall include, but not be limited to, the acquisition of additional facilities or the rehabilitation of existing facilities, the acquisition of equipment, the hiring and training of staff, community service programs, mediation or alternative dispute resolution services, the employment of magistrates, the training and education of judges and magistrates, and other related services.

THEREFORE, pursuant to the authority granted in Ohio Revised Code Section 2303.201(E)(1), the Court hereby amends Rule 4 of the Local Rules of the Geauga County Court of Common Pleas, Probate Division, to encompass a new special projects fee in the sum of Fifteen Dollars (\$ 15.00) to be assessed on the filing of each estate, guardianship, trust, miscellaneous civil case, adoption, minor settlement, wrongful death case, name change, and marriage license.

All fees collected pursuant to this order shall be paid to the Geauga County Treasurer for deposit into a general special projects fund for Probate Court. The Court will allocate the funds to individual projects and moneys from such fund shall be disbursed upon an order of the Court in an amount not greater than the actual cost to the Court of any such determined project. The Probate Court clerks shall charge and collect this fee beginning on March 1, 2010, to be assessed on all specified cases filed on or after said date and the clerks shall continue to charge and collect this fee until further order of this Court.

IT IS SO ORDERED.



Judge Charles E. Henry

Travel Expense Request

Auditor's Number:

Date: March 28, 2023 Department: Probate
Convention, Meeting, Etc.: 2023 OAPJDR Annual Summer Conference
Location: Cambridge, OH Reason: conference
Dates of Travel: June 4-8, 2023 Dates of Event: June 5-8, 2023
Employees Attending: Judge Timothy J. Grendell (List Names)

Estimated Expenses:

Hotel	<u>\$800.00</u>
Food	_____
Mileage	_____
Registration	<u>\$400.00</u> ✓
Other	<u>\$200.00</u>
Total	<u>\$1,400.00</u>

Account: 2080-008-00-902 Travel *LIVE*

Dept Head Approval: I affirm that this expense request is being submitted within the limits and provisions of the County Travel Policy.

Kimberly Ann
Department Head Signature

3/20/2023
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 \$ _____ has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 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 _____, _____, Journal No. _____.

Original: Above Department
Copy: Auditor
Copy: Commissioner

Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:

Hotel	_____	Departure Date	_____
Food	_____	Departure Time	_____
Mileage	_____	am / pm	_____
Registration	<u>\$ 400.00</u> ✓	Return Date	_____
Other	_____	Return Time	_____
Total	<u>\$ 400.00</u>	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: Kimberly Ann
Title: Court Administrator
Approved by: _____

Partial Payment
Final Payment

Revised 08/20/08

Original and 2 copies required

**Ohio Association of Probate, Juvenile, and Domestic Relations Judges
2023 Annual Summer Conference**

Salt Fork State Park and Lodge, Cambridge, OH

JUNE 5 - 8, 2023

CONFERENCE REGISTRATION FORM



Name: Timothy Grendell	
Title: Judge	County: Geauga Court: Probate/Juvenile
Address: 231 Main Street, 2nd Floor, Chardon, OH 44024	
Phone: 440-279-1868	Email: grendell@geaugacourts.org
Name of Guest #1: Diane Grendell	Name of Guest #2:

Conference Fee:

- \$400 per Judge ✓✓
- \$400 per Magistrate
- \$200 per retired Judge
- \$100 per guest

Price includes the following:

- Educational Seminars (Tuesday-Thursday)
- Breakfast, Lunch, and Snacks (Tuesday-Thursday)
- Annual Banquet Dinner (Wednesday Night)

Location: Salt Fork State Park and Lodge, Cambridge, OH

Registration fee does NOT secure Lodging. Rooms should be reserved by contacting the Salt Fork State Park and Lodge reservation line at 740-435-9000. A block of rooms is reserved for the conference. Please reference "Ohio Association of Probate Judges" when booking your room. *All reservations must be made prior to May 5, 2023.*

If you plan to attend the Probate Judges Pre-conference you may register at: OhioCourtEDU

Please check below the days you plan to attend educational seminars:

<input checked="" type="checkbox"/> Tuesday, June 6	<input checked="" type="checkbox"/> Wednesday, June 7	<input checked="" type="checkbox"/> Thursday, June 8
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Please circle below which meals you plan on attending:

	Tuesday	Wednesday	Thursday
Judge/Magistrate	Breakfast Lunch	Breakfast Lunch	Breakfast Lunch
Guest 1	Breakfast Lunch	Breakfast Lunch	Breakfast Lunch
Guest 2	Breakfast Lunch	Breakfast Lunch	Breakfast Lunch

Any Dietary Restrictions/Allergies: Allergic to capers
 If Gluten Free: Intolerance or Celiac

PAYMENT INFORMATION

Please make checks payable to: **OAPJ, (2023 Guernsey County Summer Conference)**

(Credit cards *not* accepted) Conference and Special Events registration forms and payment are to be received by **April 21, 2023.**

Mail to: **Veronica Mourer, Deputy Clerk**

**2023 OAPJ Annual Summer Conference
c/o Guernsey County Juvenile Court
801 East Wheeling Ave. Room 101 D
Cambridge, OH 43725**

No Refunds will be issued for cancellations after May 15, 2023.

Total Enclosed: \$ 500 (\$400 to be sent by Geauga County Auditor)

Please contact Veronica Mourer at (740) 432-9267 or oapjsummer@guernseycounty.org more information.