



**Auditor**  
**Charles E. Walder**  
*Chief Fiscal Officer*

**Return Voucher Form**

Date: **8/3/23**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch #2023-1846 Sam Matthews \$218.84**

<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 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](mailto:auditor@co.geauga.oh.us)

**AUDITORS CERTIFICATION OF FUNDS  
O.R.C. 5705.41D**

Geauga County, Chardon, Ohio January 3, 2023  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of

\$2,000.00

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 GREDELL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	08/07/2023	\$ 218.84
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00001368

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

VENDOR I.D. NO. 11766

**PURCHASED FROM:**

**Sam Matthews**

**INVOICE TO:**  
GEAUGA COUNTY  
PROBATE / JUVENILE COURT -JUDGE GREDELL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

*Kimberly Gaud*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Travel Expenses, Other - Travel 1001-008-00-902 - Travel 2,000.00	2,000.0000	\$2,000.00
			June 2023		
			<b>RECEIVED</b> AUG 02 2023 Geauga County Auditor		
				<b>TOTAL DUE</b>	<b>\$2,000.00</b>

**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 AUG -1 PM 2:42

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:  
  
PROBATE COURT  
EXPENDITURES  
MATTHEWS, SAMUEL R

**NOT  
FOR  
VETTING**

) JUDGE TIMOTHY J. GRENDLELL  
)  
)  
) **PROPER ADMINISTRATIVE ORDER**  
) **2023-183**

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$218.84 (Two Hundred Eighteen Dollars and Eighty Four Cents) from 1001-008-00-902 payable to MATTHEWS, SAMUEL R, for employee mileage reimbursement, 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. GRENDLELL, JUDGE

CC: Fiscal Director

**Geauga County  
Mileage/Miscellaneous Reimbursement Voucher  
for ALL that follow IRS Standard Mileage**

Print Form

Reset Form

PRINT EMPLOYEE NAME Samuel Matthews DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
6/2/2023	231 Main st, Chardon 22PG307		Chagrin Falls, Windham, Chardon	71.00	
6/2/2023	231 Main St, Chardon 23PG216, RT		South Russell	33.20	
6/6/2023	231 Main St, Chardon 23PG248 and 23PG249		Chardon, Madison, Chardon	47.90	
6/7/2023	231 Main St, Chardon 23PM252, RT		Geneva, OH	51.60	
6/8/2023	231 Main St, Chardon 23PG210, RT		Chesterland, OH	14.40	
6/14/2023	12450 Merritt, Chardon 22PG218		Burton, OH	4.90	
6/16/2023	231 Main st 21PG293, RT		Chardon, Chardon, Willowick, Chardon	50.80	
6/26/2023	231 Main St, Chardon 23PG266, RT		Chesterland, OH	21.80	
6/26/2023	231 Main St, Chardon 23PM287, (19.4 miles minus normal commute 11.7 = 7.7)		Chardon, Novelty, Novelty	7.70	
6/27/202	231 Main St, Chardon Training/Range		6578 Ford Rd, Madison	30.80	
Column Totals A				334.10	
				(A) X .655**	\$ 218.84
				(B) + (C)	\$ 218.84

430.05

**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**

Samuel Matthews  
Employee Signature

7-18-23  
Date

Department Head Signature  
Revised 01/05/2023 RHL

IRS .655 rate effective 01/01/2023  
Commissioners Approved 01/05/2023