



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

**Return Voucher Form**

Date: **08/17/2023**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2023-00001962**

**Sam Matthews \$128.58**

<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 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 GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	08/21/2023	\$ 128.58 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023		
1099 AMT.	dr.	
	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 GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

*Kimberly*  
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  July 2023	2,000.0000	\$2,000.00
TOTAL DUE					\$2,000.00

**RECEIVED**  
AUG 17 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  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
COMMON PLEAS COURT  
2023 AUG 15 PM 3:14

PROBATE/JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT  
EXPENDITURES  
MATTHEWS, SAMUEL R

) JUDGE TIMOTHY J. GRENDALL  
)  
)  
) PROPER ADMINISTRATIVE ORDER  
) 2023-192

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 \$128.58 (One Hundred Twenty Eight Dollars and Fifty Eight 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. GRENDALL, 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
7/19/23	Novelty	Meeting, 35.3 - 11.7 normal commute = 23	18122 Clairdon Troy, Troy; 231 Main st, chardon	23.60	
7/20/23	231 Main st, Chardon	23PG282, RT	12340 Bass Lake Rd, Chardon	7.40	
7/20/23	231 Main St, Chardon	Meeting, RT	12611 Ravenna Rd, Chardon	11.80	
7/17/23	231 Main st, Chardon	Meeting, RT	470 Center St, Chardon	2.60	
7/24/23	Novelty	Meeting, RT - normal commute (40.6-11.7 = 28.9)	17957 Tavern Rd Burton	28.90	
7/24/23	Novelty	23PG277, RT minus normal commute (32.8 - 11.7 = 21.1)	Middlefield	21.10	
7/25/23	Novelty	Meeting, RT - normal commute (40.6-11.7 = 28.9)	17957 Tavern Rd Burton	28.90	
7/25/23	Novelty	Meeting, RT - normal commute (23.4 - 11.7 = 11.7)	231 Main st, Chardon	11.70	
7/26/23	Novelty	Meeting, RT - normal commute (40.6 - 11.7 = 28.9)	17957 Tavern Rd Burton	28.90	
7/26/23	Novelty	Meeting, RT - normal commute (40.6 - 11.7 = 28.9)	Bainbridge; 231 Main St Chardon	31.40	
22PG307					
Column Totals A				196.30	
Total Mileage Amount				196.30	\$ 128.58
Total Reimbursement				(B) + (C)	\$ 128.58

### 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.

*Samuel Matthews* 8-1-23

Employee Signature

Date

ORIGINAL RECEIPTS MUST BE ATTACHED

*William L. ...*

Department Head Signature

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