



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **08/17/2023**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00001963

Western Reserve Office Supply \$157.15

<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

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

Geauga County, Chardon, Ohio June 30, 2023

I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of

\$500.00

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	\$ 157.15 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
06/30/2023		
1099 AMT.		

PURCHASE ORDER NO. 2023-00002857 ✓

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

Kimberly Grendall
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2051	Materials & Supplies - Materials & Supplies 2051-007-00-701 - Materials and Supplies 500.00 429610	500.0000	\$500.00
TOTAL DUE					\$500.00

RECEIVED
AUG 17 2023
Gaugua County Auditor

Presented by Court as a
courtesy only,
NOT statutorily required

See State ex rel Grendall 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 AUG 15 PM 3:13

PROBATE/JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT
EXPENDITURES
WESTERN RESERVE OFFICE SUPPLY

) JUDGE TIMOTHY J. GRENDALL
)
)
) PROPER ADMINISTRATIVE ORDER
) 2023-321

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$157.15 (One Hundred Fifty Seven Dollars and Fifteen Cents) from 2051-007-00-701 payable to WESTERN RESERVE OFFICE SUPPLY, for materials & 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.


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 429610

INVOICE DATE: AUG 11 2023

TO:

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

SHIP TO:

Casa for Kids BONNIE GLAVIC
470 Center St #5C
Chardon OH 44024

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West	Bonnie	J Prall	Our truck	08/08/23	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	UNV35267 clasp envelope, 10x13, kraft, 100bx	31.99	31.99
2	UNV35260 clasp envelope, 6x9, kraft, 100bx	32.63	65.26
2	UNV40205 catalog envelope, 6x9, kraft 100bx	29.95	59.90

SUBTOTAL	\$157.15
SALES TAX	0
TOTAL DUE	\$157.15

Make all checks payable to WESTERN RESERVE OFFICE SUPPLY.
If you have any questions concerning this invoice, contact: 440-285-2256
THANK YOU FOR YOUR BUSINESS!