

### Auditor Charles E. Walder

Chief Fiscal Officer

#### **Return Voucher Form**

Date: 09/28/2023

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00002355 Marilyn Satterfield \$170.96

Dept. Head Signature Missing on Cover	Incorrect Vendor Numbers (s)
Incorrect Account Number	Incorrect/No Encumbrance No.
Incorrect Remit Address	Incorrect Voucher Amount
Insufficient Cash Balance Available	Incorrect G/L Date
Batch not Approved in New World	Expense Precede Encumbrance
Insufficient Balance Available on PO	Remit Copy Missing
Missing Original Invoice/Supporting	Due Date Deadline Missed
Documents	X Other
Missing "OK to Pay" Initials/Signature	A Other

Solution: No original signature on the voucher cover or invoice. Travel mileage on 09/01/23 appears to be reported as a one-way trip but is stated on the Mileage/Miscellaneous Reimbursement Voucher as round trip.

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

\$5,000.00
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.

by \_\_\_\_\_\_, De GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208

#### CHARLES E. WALDER GEAUGA COUNTY AUDITOR

**Deputy Auditor** 

SALES AND USED	TAX EXEM	IPTION - PO	LITICAL SUBDIVISION				
		STAT	E OF OHIO	VENDOR I.D. NO		104	404
FOR AUDITORS	S USE ONL	Υ	Date:	PURCHASED FR	ROM:		
Then and Now	Certficate:						
Warrant R	eceived by:				Mari	lyn Satterfield	
	Date:		-	•			-
SHIP TO:				INVOICE TO:			
GEAUGA COL				GEAUGA COUN			
			JUDGE GRENDELL	PROBATE / JUV	11_1001091010		E GRENDELL
231 MAIN STR	REET SU	ITE 2		231 MAIN STREE	160 5500		
CHARDON, O	H 44024			CHARDON, OH	44024		
				- Kunik DEPAI	RTME	NPHEAD SIGNA	
	UNIT	FUND	DESCRIPTION	Marie View Control		UNIT COST	TOTAL COST
1.0000	Each	1001	Travel Expenses, Other - Travel 1001-007-02-902 - Travel 5,000.00			5,000.0000	\$5,000.00
			According to the Control of the Cont				
			April June August S	•			
					R	SEP 2 7 2023	ito.

WARRANT NO. VOUCHER DATE VOUCHER AMOUNT

dr

CI

TOTAL DUE

\$5,000.00

\$ 170.96

ACCOUNT NO.

VOUCHER

10/2/2023

**ADJUSTMENT** 

PURCHASE ORDER NO. 2023-00001344

BUDGET APPROVAL - ENCUMB\_

GEAUGA CO. BOARD OF COMMISSIONERS:

P.O. DATE

1099 AMT.

SESSION RESOLUTION JOURNAL PAGE

01/03/2023

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

TERMEN PLEAS COURT

1023 SEP 27 AMTE: 09

CIVISION GEAUGA COUNTY, ONIO

IN RE:

) JUDGE TIMOTHY J. GRENDELL

JUVENILE COURT EXPENDITURES SATTERFIELD, MARILYN NOT FOR VETTING

PROPER ADMINISTRATIVE ORDER

2023-360

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 \$170.96 (One Hundred Seventy Dollars and Ninety Six Cents) from 1001-007-02-902 payable to SATTERFIELD, MARILYN, for employee mileage reimbursement, 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.

IMOTHY J. GRENDELL, JUDGE

CC: Fiscal Director

## Geauga County

# Mileage/Miscellaneous Reimbursement Voucher for ALL that follow IRS Standard Mileage

Reset Form

**Print Form** 

Marilyn A. Satterfield PRINT EMPLOYEE NAME

DEPARTMENT Juvenile/Probate

4/14/2023 cou	EN ENDERING			
		PURPOSE OF TRAVEL	1007111111	
	Chillicothe Rd, Mentor	Munson and Chardon (23CU00032 and 23CU00033)	0000	
	court duties r/t		75.00	
	Chillicothe Rd, Mentor	Chardon (23JF00065 x2 locations)	00	
	court duties r/t		7 21.00	the contract of
4/20/2023	Chillicothe Rd., Mentor	Chardon (22CU188)	7,000	
_	court duties r/t		18.00	
4/22/2023	Chillicothe Rd., Mentor	Chardon and Chesterland (04UD560/95JN782)	0000	
	court duties r/t		7 29.00	
6/16/2023	Chillicothe Rd., Mentor	Aquilla and Chardon (23JF000112/JF000113)	0.00	
	court duties r/t		7 24.00	
6/78/7073	Chillicothe Rd., Mentor	Chardon (23JD00122)		
_	court duties r/t		7 70.00	
2/10/7012	Chillicothe Rd., Mentor	Rock Creek, Orwell , Chardon (21CU58)		
	court duties r/t		00.00	
5,002/1/6	Chillicothe Rd, Mentor	Rock Creek , Orwell, Chardon (21CU58)	0000	
0707			00:00	
				1
			/	
			/	
an 1997	TRAVELER'S CERTIFICATE	Column Totals A	261.00	
sertify that the	I certify that the statements made hereon are true, that the	Total Mileage Amount	(A) X 655**	\$ 170.96

expenses incurred were in accordance with state and county regulations. I also certify that I have liability insurance as recruity that the statements made nereon are true, that the mileage was actually driven on County Business, and that the required in ORC 4509.51.

epartment Head Signature

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

\$ 170.96

(B) + (C)

Total Reimbursement

ORIGINAL RECEIPTS MUST BE ATTACHED

Revised 01/05/2023 RHL

Employee Signature