



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 10/12/2023

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00002513

Ohio Association of Magistrates \$450.00

| | |
|--|---|
| <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 cover or invoice. Remit address does not match New World. Travel Expense Request is 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 August 1, 2023
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$958.00

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 |
| | 10/16/2023 | \$ 450.00 ✓ |
| P.O. DATE | ADJUSTMENT | ACCOUNT NO. |
| 08/01/2023 | | dr. |
| 1099 AMT. | | cr. |

PURCHASE ORDER NO. 2023-00003022 ✓

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

VENDOR I.D. NO. 9311

PURCHASED FROM:

OHIO ASSOCIATION OF MAGISTRATES

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

Krisberg
DEPARTMENT HEAD SIGNATURE

| QUANTITY | UNIT | FUND | DESCRIPTION | UNIT COST | TOTAL COST |
|-----------|------|------|--|-----------|------------|
| 1.0000 | Each | 2080 | TRAVEL - 2023 OAM Fall Conference 2080-008-00-902 - Travel 958.00 | 958.0000 | \$958.00 |
| | | | REGISTRATION | | |
| TOTAL DUE | | | | | \$958.00 |

RECEIVED
OCT 11 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
IN COMMON PLEAS COURT

2023 OCT 11 PM 3:50

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
OHIO ASSOCIATION OF
MAGISTRATES

) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2023-225**

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 \$450.00 (Four Hundred Fifty Dollars and No Cents) from 2080-008-00-902 payable to OHIO ASSOCIATION OF MAGISTRATES, for 2023 OAM Fall Conference registration, 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

10/11/2023

CC: Fiscal Director

FILED
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS
PROBATE DIVISION 2010 JUN 29 11:11:01
GEAUGA COUNTY, OHIO

PROBATE DIVISION
GEAUGA COUNTY, OHIO

In Re:
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

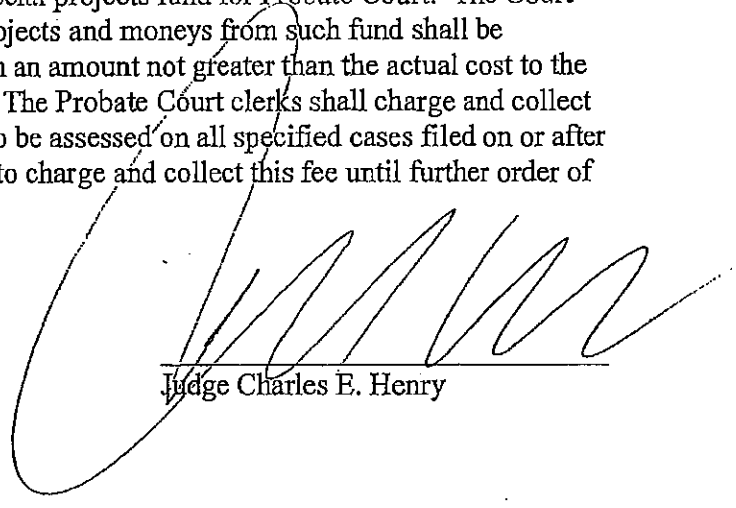
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

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:

2023-3022

Date: 08/01/2023 Department: Probate
 Convention, Meeting, Etc.: 2023 OAM Fall Conference
 Location: Columbus, OH Reason: conference
 Dates of Travel: September 5-7, 2023 Dates of Event: September 6-7, 2023
 Employees Attending: Magistrate Abbey L. King (List Names)

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

| Estimated Expenses: | |
|---------------------|-----------------|
| Hotel | \$238.00 ✓ |
| Food | \$30.00 ✓ |
| Mileage | \$200.00 ✓ |
| Registration | \$450.00 ✓ |
| Other | \$40.00 ✓ |
| Total | \$958.00 |

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

Kimberly Jones
 Department Head Signature

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 \$ 958.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2080-008-00-902 fund, free from any previous encumbrances.

By: Kishi
 Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 8/2/2023 23-135, Journal No. 95.

Original: Above Department
 Copy: Auditor
 Copy: Commissioner

Christine Blane
 Clerk, Geauga Co. Bd. of Commissioners

| Actual Expenses: | |
|------------------|----------------|
| Hotel | Departure Date |
| Food | Departure Time |
| Mileage | am / pm |
| Registration | Return Date |
| Other | Return Time |
| Total | 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 Jones
 Title: COURT ADMIN
 Approved by: _____

Partial Payment
 Final Payment

OHIO ASSOCIATION OF MAGISTRATES
The Voice of Ohio Magistrates
P.O.Box 532
Port Clinton, Ohio 43452

September 29, 2023
/

INVOICE

Magistrate Abby King Mueller
Geauge County Probate/Juvenile Court

2023 Fall Conference Fee & Association Dues

Total Due

\$ 450.00 ✓

\$ 450.00

Please make check payable to the Ohio Association of Magistrates and mail to the business address below:

Ohio Association of Magistrates
P.O.Box 532
Port Clinton, Ohio 43452