



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

**Return Voucher Form**

Date: **11/15/2023**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2023-00002776**

**Jennifer Moore-Mallinos \$192.96**

<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.

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 \$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.

**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
	11/20/2023	\$ 192.96 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2023-00001344 ✓

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

VENDOR I.D. NO. \_\_\_\_\_ 12457

**PURCHASED FROM:**

Jennifer Moore-Mallinos

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

*Kimberly Qui*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	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
			OCTOBER/NOVEMBER 2023		
				TOTAL DUE	\$5,000.00

**RECEIVED**  
NOV 15 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  
JUVENILE DIVISION  
GEAUGA COUNTY, OHIO

FILED

NOV 14 2023

GEAUGA COUNTY  
PROBATE/JUVENILE COURT

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
          ) )  
JUVENILE COURT )  
EXPENDITURES ) PROPER ADMINISTRATIVE ORDER  
MOORE MALLINOS, JENNIFER D ) 2023-427

NOT  
FOR  
VETTING

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 \$192.96 (One Hundred Ninety Two Dollars and Ninety Six Cents) from 1001-007-02-902 payable to MOORE MALLINOS, JENNIFER D, 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.

  
TIMOTHY J. GRENDALL, JUDGE

11/14/2023

CC: Fiscal Director

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Jennifer Moore-Mallinos DEPARTMENT Juvenile

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
10/3/2023	470 Center St., Chardon Court Duties		Gaitway High School, RT	32.00	
10/6/2023	470 Center St., Chardon Court Duties		Gaitway High School, RT	32.00	
10/10/2023	470 Center St., Chardon Forum Meeting		Kent Campus, Burton	7.60	
10/10/2023	Kent Campus, Burton Court Duties		Gaitway High School,	15.00	
10/10/2023	Gaitway High School, RT Court Duties		470 Center St., Chardon	16.00	
10/11/2023	470 Center St., Chardon Court Duties		Chagrin Falls Park Community Center	20.00	
10/17/2023	470 Center St., Chardon Court Duties		Gaitway High School, RT	32.00	
10/18/2023	Cardinal Middle School Court Duties		470 Center St., Chardon	18.00	
10/19/2023	Cardinal Middle School Court Duties		470 Center St., Chardon	18.00	
10/24/2023	470 Center St., Chardon Court Duties		Gaitway High School, RT	32.00	
Column Totals				222.60	

04-100-22222  
11/13/23  
\$145.80

**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.

Column Totals A 222.60  
Total Mileage Amount (A) X .655\*\* \$ 145.80  
Total Reimbursement (B) + (C) \$ 145.80

ORIGINAL RECEIPTS MUST BE ATTACHED

Jennifer Moore-Mallinos 11/3/23  
Employee Signature Date

Olivia [Signature] 11/3/23  
Department Head Signature

Revised 01/05/2023 RHL  
Commissioners Approved 01/05/2023  
effective 01/01/2023



Print Form

Reset Form

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

PRINT EMPLOYEE NAME Jennifer Moore-Mallinos DEPARTMENT Juvenile

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
11/1/2023	Cardinal Middle School	Court Duties	470 Center St, Chardon	✓ 18.00	
11/2/2023	Cardinal Middle School	Court Duties	470 Center St, Chardon	✓ 18.00	
Column Totals				A <u>36</u>	B <u>18.00</u>

**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.  
 Total Mileage Amount (A) X .655\*\* 23.58 11.79  
 Total Reimbursement (B) + (C) 23.58 11.79

**ORIGINAL RECEIPTS MUST BE ATTACHED**

Jennifer Moore-Mallinos / 11/3/23  
 Employee Signature | Date

Jennifer Moore-Mallinos  
 Department Head's Signature

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