

# Auditor Charles E. Walder

Chief Fiscal Officer

#### **Return Voucher Form**

Date: 11/22/2023

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00002800 Western Reserve Office Supply \$73.90

Dont Hood Signature Missing on Cover	
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 Guid

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

#### 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

\$12,000.00
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

y EAUGA COUNTY FEDERAL I.D. NO. 3 ALES AND USED TAX EXEMPTION - R STA	
FOR AUDITORS USE ONLY Then and Now Certficate: Warrant Received by: Date:	
SHIP TO:	
GEAUGA COUNTY PROBATE / JUVENILE COURT	T - ILIDGE GRENDELL
231 MAIN STREET SUITE 2	1-JODGE GIVENDELE
CHARDON, OH 44024	

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	11/27/2023	\$ 73.90
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2023-00001341	_
GEAUGA CO. BOARD OF COMMISSIONERS: SESSION	
RESOLUTION	
JOURNAL	

PAGE BUDGET APPROVAL - ENCUMB\_\_\_\_VOUCHER\_\_\_\_

4817

VENDOR I.D. NO.

PURCHASED FROM:

Western Reserve Office Supply

INVOICE TO:

**GEAUGA COUNTY** 

PROBATE / JUVENILE COURT -JUDGE GRENDELL

231 MAIN STREET SUITE 2

CHARDON, OH 44024

DEPARTMENT HEAD SIGNATURE

QUANTITY 1.0000	THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TW	<b>FUND</b> 1001	DESCRIPTION  Materials & Supplies - Materials & Supplies 1001-007-02-701 - Materials and Supplies 12,000.00	UNIT COST 12,000.0000	*12,000.00
			429777 RE	CEIVE NOV 2 2 202 eauga County	D 3 Auditor
				TOTAL DUE	\$12,000.00

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

2023 NOY 21 PM 3: 01

IN RE:

JUVENILE COURT EXPENDITURES WESTERN RESERVE OFFICE SUPPLY

PROBATE-JUVENILE ) JUDGE TIMOTHY, J.

) PROPER ADMINISTRATIVE ORDER

) 2023-433

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 \$73.90 (Seventy Three Dollars and Ninety Cents) from 1001-007-02-701 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.

CC: Fiscal Director

## WESTERN RESERVE OFFICE SUPPLY

**INVOICE 429777** 

P.O.BOX 167
CHARDON OH 44024
440-285-2256
customerservice@WesternReserveOfficeSupply.com

INVOICE DATE: NOV 16 2023

TO:

SHIP TO:

same

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

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Justine Prall	Our truck	11/623	Net 30
QUANTITY		DESCRIPTION		UNIT PRICE	TOTAL
1	SPECIAL ORDER Xta	mper P14 stamp, Blu	e LAPLANTE 🏒	36.95	36.95
1	SPECIAL ORDER Xst	amper P14 stamp, re	d COPY PROHIBITED	36.95	36.95
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		to the man were a second control of			
			· · · · · · · · · · · · · · · · · · ·		
-44,0 + 2	ON BACKORDER			-	
2		s, 2 fastener, manila,	ltr 50hv	102.71	
2	FFXIVITSOTS loiders	s, 2 lasteller, illalilla,	iti, Jubx	102.7	L
			v		¢72.00

This order is tax exempt. Thank you for your order.

**TOTAL DUE** 

√ \$73.90