



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

**Return Voucher Form**

Date: 12/11/2023

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2023-00003032**

**Jennifer Moore – Millions \$140.83**

<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. Mileage on 09/05/23 is listed as round trip; however, mileage listed reflects one-way.

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  
\$25,000.00

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 GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	12/11/2023	\$ 140.83 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2023-00001343 ✓

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 GRENDALL  
231 MAIN STREET SUITE 2  
CHARDON, OH 44024

*Kimberly Ann*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Other Expenses - Other 1001-007-02-901 - Other 25,000.00  September 2023	25,000.0000	\$25,000.00
TOTAL DUE					\$25,000.00

RECEIVED  
DEC 07 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**

2023 DEC -7 PM 1:00

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT  
EXPENDITURES  
MOORE MALLINOS, JENNIFER D

**NOT  
FOR  
VETTING**

) JUDGE TIMOTHY J. GRENDELL  
)  
)  
) **PROPER ADMINISTRATIVE ORDER**  
) **2023-456**

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 \$140.83 (One Hundred Forty Dollars and Eighty Three Cents) from 1001-007-02-901 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. GRENDELL, JUDGE

*cc 12/7/2023*

CC: Fiscal Director

# 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
9/2/2023	Aurora, Elizabeth Ln	Fair Duties, RT	Geauga Fairgrounds	41.00	
9/4/2023	Aurora, Elizabeth Ln	Fair Duties, RT	Geauga Fairgrounds	41.00	
9/5/2023	470 Center St., Chardon	Fair Clean up, RT	Geauga Fairgrounds	21.00	
9/8/2023	470 Center St., Chardon	Court Duties, RT	Gaitway HS	32.00	
9/12/2023	470 Center St., Chardon	Court Duties, RT	Gaitway HS	32.00	
9/19/2023	470 Center St., Chardon	Court Duties, RT	Gaitway HS	32.00	
9/29/2023	470 Center St. Chardon	Court Duties	Gaitway HS	16.00	
Column Totals				A 215.00	
Total Mileage Amount				(A) X .655**	\$ 140.83
Total Reimbursement				(B) + (C)	\$ 140.83

### 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.

Jennifer Moore-Mallinos 10/3/23 Date  
Employee Signature

Allen J. [Signature]  
Department Head Signature

**ORIGINAL RECEIPTS MUST BE ATTACHED**

Revised 01/05/2023 RHL  
Commissioners Approved 01/05/2023  
RS-655 rate effective 01/01/2023