



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

**Return Voucher Form**

Date: **05/03/24**

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00001179**

**National College of Probate Judges \$500.00**

<input type="checkbox"/> Dept. Head Signature Missing on Cover
<input type="checkbox"/> Incorrect Account Number
<input type="checkbox"/> Incorrect Remit Address
<input type="checkbox"/> Insufficient Cash Balance Available
<input type="checkbox"/> Batch not Approved in New World
<input type="checkbox"/> Insufficient Balance Available on PO
<input type="checkbox"/> Missing Original Invoice/Supporting Documents
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature

<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Due Date Deadline Missed
<input 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 April 2, 2024  
I HEREBY CERTIFY that the money required to meet the foregoing  
contract, agreement, or obligation in the sum of  
\$6,000.00

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
	5/6/2024	\$ 500.00
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
04/02/2024		
1099 AMT.		

PURCHASE ORDER NO. 2024-00002439

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

VENDOR I.D. NO. 7803

PURCHASED FROM:

National College of Probate Judges

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

*Kimberly [Signature]*  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2080	TRAVEL - 2024 NCPJ Spring Conference 2080-008-00-902 - Travel 6,000.00  Registration for MH	6,000.0000	\$6,000.00
<b>RECEIVED</b> MAY 03 2024 Geauga County Auditor					
TOTAL DUE					\$6,000.00

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  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
IN COMMON PLEAS COURT  
2024 MAY -3 AM 10:50  
PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
PROBATE COURT )  
EXPENDITURES )  
NATIONAL COLLEGE OF PROBATE ) PROPER ADMINISTRATIVE ORDER  
JUDGES ) 2024-113

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 \$500.00 (Five Hundred Dollars and No Cents) from 2080-008-00-9002 payable to NATIONAL COLLEGE OF PROBATE JUDGES, for 2024 NCPJ Spring 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

*m 5/3/2024*

CC: Fiscal Director

FILED  
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

2010 JUN 29 11:01  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

In Re:  
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

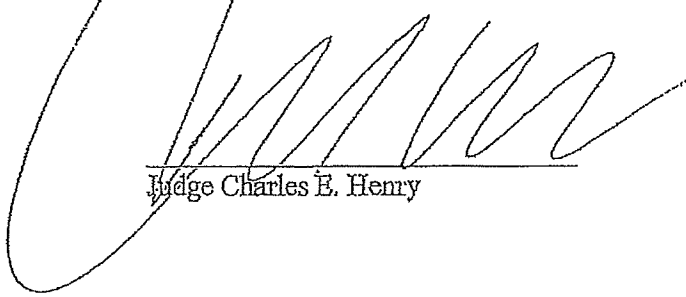
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

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:

2024-2439

Date: April 2, 2024

Department: Probate

Convention, Meeting, Etc.: 2024 NCPJ Spring Conference

Location: Jacksonville, FL Reason: conference

Dates of Travel: May 7-11, 2024 Dates of Event: May 7-10, 2024 ✓

Employees Attending: Judge Timothy Grendell, Michael Hurst, David Welty, John Ralph (List Names)

Account: 2080-008-00-902

Estimated Expenses:	
Hotel	\$3,200.00 ✓
Food	
Mileage	\$350.00 ✓
Registration	\$2,000.00 ✓
Other	\$450.00 ✓
Total	\$6,000.00 ✓

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

Kimberly Gaud  
Department Head Signature

3/27/2024  
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 \$ 6,000.00 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: Klesli

Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 4/2/2024 2A-052, Journal No. 96.

Original: Above Department  
Copy: Auditor  
Copy: Commissioner

Christine Blum  
Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:	
Hotel	Departure Date
Food	
Mileage	Departure Time am / pm
Registration	Return Date
Other	
Total	Return Time 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: John W. Hall  
Title: Office Manager  
Approved by: Kimberly Gaud

Partial Payment

Final Payment

Revised 08/20/08

Original and 2 copies required

Fw: NCPJ Spring Conference ✓



Kim Laurie  
To: Justine M. Prall

You replied to this message on 5/2/2024 10:55 AM.  
If there are problems with how this message is displayed, click here to view it in a web browser.

Dear Mr. Michael Hurst,

Thank you for registering for the NCPJ Spring Conference. Your registration information is below including payments received and the balance due. This is your invoice for any balance due.

Confirmation Number: 203215

Customer Number: 233483

Mr. Michael Hurst

Magistrate

Geauga County Probate Court

231 Main Street

Suite 200

Chardon, OH 44024

[mhurst@geaugaprobatecourt.org](mailto:mhurst@geaugaprobatecourt.org)

2024 NCPJ Spring Conference

Double Tree by Hilton Hotel

Jacksonville, FL

May 7-10, 2024

Registrant Name	Date/Time	Description	Qty	Amount	Status
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Michael		Registration 1		\$500.00	ACTIVE
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Registration Fee \$500.00

Total Amount Paid \$0.00

Balance \$500.00 ✓

Please remit to:

National College of Probate Judges

ATTN: Association Services

300 Newport Avenue

Williamsburg, VA 23185

Hotel Booking Information:

Double Tree by Hilton Hotel

1201 Riverplace Blvd.

Jacksonville, FL 32207

To book your reservations under the group rate use this [link](#)

To book by phone (available 24 hours a day) call 1-800-222-8733 and be sure to ask for "NCPJ Spring Conference" or Group Code NCP

Reservations must be made before midnight on 4/15/2024.

**Cancellation Policy: Cancellations and refund requests must be made in writing to [ncpj@ncsc.org](mailto:ncpj@ncsc.org). Cancellation requests will be issued a refund less a \$100 processing fee.**