



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 05/23/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00001342

Ohio Bailiff's & Court Officers Association \$758.00

<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 type="checkbox"/> Other

Solution: No original signature on the voucher cover or invoice. Remit does not match New World remit address.

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 April 16, 2024
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$2,583 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
	5/30/2024	\$ 758.00
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
04/16/2024		
1099 AMT.		

PURCHASE ORDER NO. 2024-00002525

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I D NO 46358

PURCHASED FROM:



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 OBACOA Spring Conference 2080-008-00-902 - Travel 2,583 00 2024 Registrations	2 583 0000	\$2 583 00
TOTAL DUE					\$2,583.00

RECEIVED
MAY 22 2024
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

2024 MAY 22 AM 11:47

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:) JUDGE TIMOTHY J. GRENDALL
PROBATE COURT)
EXPENDITURES)
OHIO BAILIFFS & COURT OFFICERS) PROPER ADMINISTRATIVE ORDER
2024-124

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 \$758.00 (Seven Hundred Fifty Eight Dollars and No Cents) from 2080-008-00-902 payable to OHIO BAILIFFS & COURT OFFICERS, for 2024 OBACOA registrations, mailed to 184 Hawthorn Rd SW, Etna OH 43062, 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

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
CLERK
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 B. Henry

Travel Expense Request

Auditor's Number:
2024-2525

Date: 4/16/2024 Department: Probate
 Convention, Meeting, Etc.: 2024 OBACOA Spring Conference
 Location: Newark, OH Reason: training
 Dates of Travel: May 14-17, 2024 Dates of Event: May 15-17, 2024
 Employees Attending: John A. Ralph and Samuel Matthews (List Names)

Estimated Expenses:	
Hotel	\$875.00 ✓
Food	\$300.00 ✓
Mileage	\$450.00 ✓
Registration	\$758.00 ✓
Other	\$200.00 ✓
Total	\$2,583.00 ✓

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

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

Kimberly Ann
 Department Head Signature

April 11, 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 \$ 2583.00 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: [Signature]
 Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 4/16/2024 241259, Journal No. 96.

Original: Above Department
 Copy: Auditor
 Copy: Commissioner

Christine Blasi
 Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:	
Hotel	Departure Date
Food	Departure Time
Mileage	am / pm
Registration <u>758.00</u>	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: [Signature]
 Title: Office Manager
 Approved by: [Signature]

Partial Payment
 Final Payment



Serving the Judicial Branch

Payments can be made electronically using the "Pay Online" button below, or can be mailed to OBACOA President Freddie Latella at: **184 Hawthorn Road SW, Etna, OH 43062**

Back

Invoice #00713

Balance due: \$379.00

Thank you for registering. If you or your company requires an invoice, please use either the printable invoice or the email confirmation you will receive following online registration. Both will include the dates, the event you have registered for, and the conference fee. The registration fee does not include your hotel or travel expenses. All payments for registration are due no later than 30 days after the commencement of the conference.

If a registrant is unable to attend an event for any reason they may substitute, by arrangement with the registrar, someone else to attend in their place.

Where the registrant is unable to attend, and is not in a position to transfer his/her place to another person then the following refund arrangements apply: Registrations cancelled more than 10 calendar days before the event are eligible for a full refund of the registration fees paid.

No refunds are available for cancellations made within 10 calendar days of the event.

For check payments, please mail to; Ohio Bailiffs & Court Officers Association, 184 Hawthorn Rd SW, Etna, OH 43062 and include registration/invoice number(s).

If you have any questions regarding billing please do not hesitate to contact our finance department at (740) 404-9630.

[Pay online](#)

Invoice details

Balance due **\$379.00**

Amount \$379.00

Invoice # 00713

Date March 22, 2024

Origin Event registration
2024 Ohio Bailiffs and Court Officers Association Spring Conference (Newark, Ohio Licking County Fraternal Order of Police (FOP) Lodge #127; 255 South 6th Street, Newark, Ohio 43055 & Cherry Valley Hotel; 2299 Cherry Valley Rd SE, Newark, OH 43055)

Invoiced to Samuel Matthews, Geauga County Juvenile/Probate Court
smatthews@geaugapjcourt.org

Item

Amount

Registration for "2024 Ohio Bailiffs and Court Officers Association Spring Conference" (May 15, 2024 9:00 AM - May 17, 2024 12:30 PM, Newark, Ohio Licking County Fraternal Order of Police (FOP) Lodge #127; 255 South 6th Street, Newark, Ohio 43055 & Cherry Valley Hotel; 2299 Cherry Valley Rd SE, Newark, OH 43055), 3 Day Registration; May 15, 16, & 17	\$379.00
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Invoice total	\$379.00
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Ohio Bailiffs and Court Officers Association (OBACOA)
184 Hawthorn Rd SW
Etna, OH 43062

OBACOA@OhioBailiffs.com



Serving the Judicial Branch

Payments can be made electronically using the "Pay Online" button below, or can be mailed to OBACOA
President Freddie Latella at: **184 Hawthorn Road SW, Etna, OH 43062**

[Back](#)

Invoice #00723

Balance due: \$379.00

Thank you for registering. If you or your company requires an invoice, please use either the printable invoice or the email confirmation you will receive following online registration. Both will include the dates, the event you have registered for, and the conference fee. The registration fee does not include your hotel or travel expenses. All payments for registration are due no later than 30 days after the commencement of the conference.

If a registrant is unable to attend an event for any reason they may substitute, by arrangement with the registrar, someone else to attend in their place.

Where the registrant is unable to attend, and is not in a position to transfer his/her place to another person then the following refund arrangements apply: Registrations cancelled more than 10 calendar days before the event are eligible for a full refund of the registration fees paid.

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For check payments, please mail to; Ohio Bailiffs & Court Officers Association, 184 Hawthorn Rd SW, Etna, OH 43062 and include registration/invoice number(s).

If you have any questions regarding billing please do not hesitate to contact our finance department at (740) 404-9630.

[Pay online](#)

Invoice details

Balance due **\$379.00**

Amount \$379.00

Invoice # 00723

Date April 01, 2024

Origin Event registration
2024 Ohio Bailiffs and Court Officers Association Spring Conference (Newark, Ohio Licking County Fraternal Order of Police (FOP) Lodge #127; 255 South 6th Street, Newark, Ohio 43055 & Cherry Valley Hotel; 2299 Cherry Valley Rd SE, Newark, OH 43055)

Invoiced to John Ralph, Geauga County Juvenile/Probate Court
jaralph@geaugapjcourt.org

Item

Amount

Registration for "2024 Ohio Bailiffs and Court Officers Association Spring Conference" (May 15, 2024 9:00 AM - May 17, 2024 12:30 PM, Newark, Ohio Licking County Fraternal Order of Police (FOP) Lodge #127; 255 South 6th Street, Newark, Ohio 43055 & Cherry Valley Hotel; 2299 Cherry Valley Rd SE, Newark, OH 43055), 3 Day Registration; May 15, 16, & 17 \$379.00

Invoice total \$379.00

Ohio Bailiffs and Court Officers Association (OBACOA)
184 Hawthorn Rd SW
Etna, OH 43062

OBACOA@OhioBailiffs.com