



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 06/13/24

To: Elected Official, Department head, or Accounting Staff of Probate \$170.78

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00001494

Samuel Matthews

<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.

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, 2024
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of

\$3,000.00
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
	6/17/2024	170.78 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024		
1099 AMT.		

PURCHASE ORDER NO. 2024-00001424 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION RESOLUTION JOURNAL PAGE BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 11766
PURCHASED FROM:

Samuel Matthews

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

Kimberly [Signature]
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Travel Expenses, Other - Travel 1001-008-00-902 - Travel 3,000.00	3,000.0000	\$3,000.00
			May 2024		
				TOTAL DUE	\$3,000.00

RECEIVED
JUN 12 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 JUN 11 PM 1:41

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES

MATTHEWS, SAMUEL R

**NOT
FOR
VETTING**

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER

) 2024-135

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$170.78 (One Hundred Seventy Dollars and Seventy Eight Cents) from 1001-008-00-902 payable to MATTHEWS, SAMUEL R, for employee mileage reimbursement, 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

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Samuel Matthews

DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
5/3/24	231 Main St, Chardon	12450 Merritt Rd Chardon; 12222 Mayfield Rd Chardon; ;		12.50	
	24PG219, 21PG329 and return				
5/3/24	North Ridgeville		Chagrin Falls; Novelty	33.80	
	24PG219 (45.3 - normal commute 11.5 = 33.8)				
5/7/24	231 Main St, Chardon		Middlefield; Novelty	21.50	
	24PG190 (33.0 - 11.5 normal commute = 21.5)				
5/8/24	231 Main St, Chardon		13207 Ravenna Rd, Chardon	5.60	
	12PG398 and 24PG225				
5/8/24	Burton		Hiram; Mantua; Mantua; Novelty	24.80	
	24PG225 (36.3 - 11.5 normal commute = 24.8)				
5/10/24	231 Main St, Chardon		Middlefield	21.40	
	24PG189 (32.9 - normal commute 11.5 = 21.4)				
5/13/24	231 Main St, Chardon		Middlefield; Middlefield; Novelty	27.30	
	24PG214, 24PG215, 24PG188 (38.8 - normal commute 11.5 = 27.3)				
5/20/24	231 Main st, Chardon		16990 Kinsman, Middlefield	20.90	
	Training (32.4 - normal commute 11.5 = 20.9)				
5/21/24	231 Main St, Chardon		Middlefield; Novelty	22.70	
	24PG216 (34.2 - normal commute 11.5 = 22.7)				
5/24/24	Novelty		12340 Bass Lake Chardon; 231 Main st Chardon	0.90	
	24PG252 (12.4 - 11.5 = 0.9)				
Column Totals				A	191.40

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 .670**

\$ 128.24

Total Reimbursement (B) + (C)

\$ 128.24

ORIGINAL RECEIPTS MUST BE ATTACHED

Samuel Matthews
Employee Signature

6-3-24
Date

[Signature]
Department Head Signature

** IRS .670 rate effective 01/01/2024
Commissioners Approved 01/04/2024

Print Form
Reset Form

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

PRINT EMPLOYEE NAME Samuel Matthews DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
5/24/24	Novelty	24PG222 (after business hours, started at home)	Middlefield	19.40	
5/24/24	Middlefield	24PG191 (after business hours started at home)	Middlefield; Novelty	26.50	
5/29/24	231 Main st, Chardon	24PG213 (29.1 - normal commute 11.5 = 17.6)	Bainbridge; Novelty	17.60	
Column Totals				A 63.50	B
Total Mileage Amount				(A) X .670**	C \$ 42.54
Total Reimbursement				(B) + (C)	\$ 42.54

✓ \$0.00
✓ \$0.00
✓ \$0.00

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.

Samuel Matthews 6-3-24 Date
[Signature] Department Head Signature
ORIGINAL RECEIPTS MUST BE ATTACHED

** IRS .670 rate effective 01/01/2024
Commissioners Approved 01/04/2024
Revised 01/04/2024 RHL