



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

Date: 06/13/24

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00001495**

**Heather Mountsier \$250.38**

<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](mailto: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 \$2,000.00 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
	6/17/2024	\$ 250.38
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024		
1099 AMT.		

PURCHASE ORDER NO. 2024-00001592

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION RESOLUTION JOURNAL PAGE BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 5267  
PURCHASED FROM:  
Heather Mountsier

**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	2005	TRAVEL - Travel 2005-007-55-902 - Travel 2,000 00  May 2024	2,000 0000	\$2,000 00
TOTAL DUE					\$2,000.00

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

FILED  
IN COMMON PLEAS COURT

2024 JUN 11 PM 1:40

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT  
EXPENDITURES  
MOUNTSIER, HEATHER

) JUDGE TIMOTHY J. GRENDELL  
)  
)  
) PROPER ADMINISTRATIVE ORDER  
) 2024-208

Pursuant to R.C. 5139.34(C)(3), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$250.38 (Two Hundred Fifty Dollars and Thirty Eight Cents) from 2005-007-55-902 payable to MOUNTSIER, HEATHER, 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: Fiscal Director

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Heather Mountsier DEPARTMENT Juvenile Probation

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
5/1/24	231 Main Street Chardon 44024	Wickliffe, Chagrin Falls		64.30	
5/6/24	Home Visit 23JD074, Home Visit 24JD024	ROUNDTRIP	Chardon	12.10	
5/8/24	231 Main Street Chardon 44024	ROUNDTRIP	Chagrin Falls	45.20	
5/9/24	Home Visit 22JU115 & 23JD191	ROUNDTRIP		6.90	
5/10/24	231 Main Street Chardon 44024	Chardon, Home		36.90	
5/14/24	Home Visit 24JD047, Home (less normal 12 mile commute)	Chagrin Falls		9.50	
5/15/24	231 Main Street Chardon 44024	Gates Mills, Home		88.00	
5/16/24	Home Visit 23JD237, Home (less normal 12 mile commute)	Youngstown, Home		19.00	
5/22/24	231 Main Street Chardon 44024	ROUNDTRIP	Burton	38.70	
5/23/24	Community Garden Plan Pick Up, Home (less normal 12 mile commute)	Mantua, Home		7.40	
	231 Main Street Chardon 44024	ROUNDTRIP	Chardon	328.00	0.00
	Home Visit 24JD055	ROUNDTRIP			

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.

*Heather Mountsier*  
Employee Signature

6/4/2024  
Date

*Beth Williams*  
Department Head Signature

ORIGINAL RECEIPTS MUST BE ATTACHED

Total Mileage Amount (A) X .670\*\*  
Total Reimbursement (B) + (C)

219.76  
219.76

250.31  
HMM

Rate effective 01/01/2024  
Commissioners Approved 01/04/2024

Revised 01/04/2024 RHL

