



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

**Return Voucher Form**

Date: 06/20/24

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

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00001553**

**Geauga Credit Union \$1728.52**

<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 April 2, 2024  
I HEREBY CERTIFY that the money required to meet the foregoing  
contract, agreement, or obligation in the sum of  
\$8,000.00

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
	6/24/2024	\$ 1,728.52 ✓
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. 1704 ✓

PURCHASED FROM:

Geauga Credit Union

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	6,000.0000	\$6,000.00
			Hotel		
TOTAL DUE					\$6,000.00

RECEIVED  
JUN 20 2024  
COUNTY CLERK

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 18 PM 4:36

PROBATE DIVISION  
CIVIL DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
)  
PROBATE COURT )  
EXPENDITURES )  
GEAUGA CREDIT UNION ) PROPER ADMINISTRATIVE ORDER  
) 2024-139

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 \$1,728.52 (One Thousand Seven Hundred Twenty Eight Dollars and Fifty Two Cents) from 2080-008-00-902 payable to GEAUGA CREDIT UNION, for 2024 NCPJ Spring Conference travel expenses, 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

6/19/24

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  
GEAUGA COUNTY, OHIO

In Re:  
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

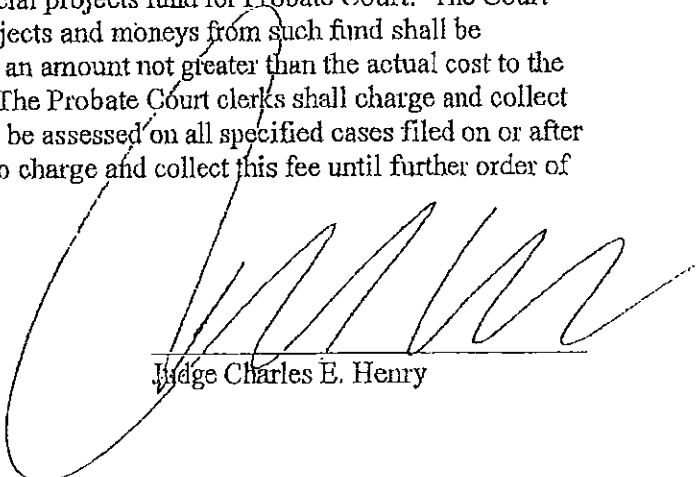
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

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:

2024-2439Date: April 2, 2024Department: ProbateConvention, Meeting, Etc.: 2024 NCPJ Spring ConferenceLocation: Jacksonville, FL Reason: conferenceDates of Travel: May 7-11, 2024Dates 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	<u>\$3,200.00</u> ✓
Food	_____
Mileage	<u>\$350.00</u> ✓
Registration	<u>\$2,000.00</u> ✓
Other	<u>\$450.00</u> ✓
Total	<u>\$6,000.00</u> ✓

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

Kimberly  
Department Head Signature

Date

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: K. Kishi

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 24-052 Journal No. 96

Original: Above Department

Copy: Auditor

Copy: Commissioner

Christine Blair  
Clerk, Geauga Co. Bd. of Commissioners**Actual Expenses:**

Hotel	<u>\$ 1,728.52</u>	Departure Date	_____
Food	_____	Departure Time	_____
Mileage	_____	am / pm	_____
Registration	_____	Return Date	_____
Other	_____	Return Time	_____
Total	<u>\$ 1,728.52</u> ✓	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: Michelle W. HallTitle: Office ManagerApproved by: KimberlyPartial Payment Final Payment 

Revised 08/20/08

Original and 2 copies required



GEAUGA PROBATE JUVENILE COURT

Account Number: #### #### #### 0162  
Closing Date: 05/19/24  
Credit Limit: \$6,000.00 Available Credit: \$3,500.00



### Account Inquiries



Customer Service:  
(800) 322-8472

To Report a Card Lost or Stolen:  
(727) 570-4881 LOCAL  
(866) 604-0381 TOLL-FREE



Please Direct Written Inquiries to:  
CUSTOMER SERVICE  
PO BOX 30495  
TAMPA, FL 33630



To view or pay your account on-line:  
www.eZCardInfo.com

### Account Summary

Previous Balance	\$	1,238.46
Purchases	+	2,536.24
Cash	+	0.00
Balance Transfer	-	0.00
Credits	-	0.00
Payments	-	1,275.60
Insurance	+	0.00
Other Debits	+	0.00
<b>Finance Charges</b>	+	0.00
<b>NEW BALANCE</b>	<b>\$</b>	<b>2,499.10</b>

### Payment Information



**Total Minimum Payment Due \$75.00**  
**Payment Due Date 06/12/2024**

Minimum Payment	\$	75.00
Past Due Amount	\$	0.00
Over Limit / Fees	\$	0.00

Mail Payments to: GEAUGA CU - VISA PO BOX 4521 CAROL STREAM IL 60197-4521



### Important News

- MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY!  
SIMPLY GO TO WWW.EZCARDINFO.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE, AND EASY WITH EZCARDINFO. ENROLL TODAY!

### Account Activity Since Your Last Statement

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
05/10	05/12	3692	24943004132036006306622	DOUBLETREE JACKSONVILLE JACKSONVILLE FL	\$ 43.00
05/10	05/12	3692	24943004132036006306614	DOUBLETREE JACKSONVILLE JACKSONVILLE FL	561.84
05/10	05/12	3692	24943004132036006306630	DOUBLETREE JACKSONVILLE JACKSONVILLE FL	561.84
05/10	05/12	3692	24943004132036006306622	DOUBLETREE JACKSONVILLE JACKSONVILLE FL	561.84
05/17	05/19	7011	24906044139041600175443	CHERRY VALLEY HOTEL NEWARK OH	483.86
05/17	05/19	7011	24906044139041600175666	CHERRY VALLEY HOTEL NEWARK OH	483.86
05/13	05/16	0000	74457044137001204700459	PAYMENT - THANK YOU	1,275.60

Handwritten notes: \$1728.52, done

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY

GEAUGA CU  
PO BOX 839  
BURTON OH 44021 - 0839



Account Number  
#### #### #### 0162

Check box to indicate name/address change on back of this coupon

<b>Closing Date</b>	<b>New Balance</b>	<b>Total Minimum Payment Due</b>	<b>Payment Due Date</b>
05/19/24	\$2,499.10	\$75.00	06/12/2024

AMOUNT OF PAYMENT ENCLOSED

\$ 1728.52

GEAUGA PROBATE JUVENILE COURT  
231 MAIN ST.  
2ND FLOOR  
CHARDON OH 44024



MAKE CHECK PAYABLE TO:



GEAUGA CU - VISA  
PO BOX 4521  
CAROL STREAM IL 60197 - 4521

21 4457 0410 0008 0162 00007500 00249910 9



DOUBLE TREE BY HILTON JACKSONVILLE  
 RIVERFRONT  
 1201 RIVERPLACE BLVD.  
 JACKSONVILLE, FL 32207  
 United States of America  
 TELEPHONE 904-398-8800 • FAX 904-398-9170  
 Reservations  
 www.hilton.com or 1 800 HILTONS

Hurst, Michael  
  
 231 MAIN ST  
 2ND FLOOR  
 CHARDON OH 44024  
 UNITED STATES OF AMERICA

Room No: 710/NKR  
 Arrival Date: ✓ 5/7/2024 4:01:00 PM  
 Departure Date: 5/10/2024 8:31:00 AM  
 Adult/Child: 1/0  
 Cashier ID: VENUS  
 Room Rate: 165.00  
 AL:  
 HH # 1949131294 BLUE  
 VAT #  
 Folio No/Che 630662 A

Confirmation Number: 80305899

DOUBLETREE BY HILTON JACKSONVILLE RIVERFRONT 5/10/2024 8:31:00 AM

DATE	REF NO	DESCRIPTION	CHARGES
5/8/2024	2479771	SELF PARKING	\$20.00
5/8/2024	2479771	STATE TAX-MISC	\$1.50
5/9/2024	2480758	SELF PARKING	\$20.00
5/9/2024	2480758	STATE TAX-MISC	\$1.50
5/10/2024	2481031	VS *0162	(\$43.00) ✓
**BALANCE**			\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit Honors.com

CREDIT CARD DETAIL

APPR CODE	005300	MERCHANT ID	4445012737486
CARD NUMBER	VS *0162	EXP DATE	05/24
TRANSACTION ID	2481031	TRANS TYPE	Sale



DOUBLE TREE BY HILTON JACKSONVILLE  
 RIVERFRONT  
 1201 RIVERPLACE BLVD.  
 JACKSONVILLE, FL 32207  
 United States of America  
 TELEPHONE 904-398-8800 • FAX 904-398-9170  
 Reservations  
 www.hilton.com or 1 800 HILTONS

Hurst, Michael  
  
 231 MAIN ST  
 2ND FLOOR  
 CHARDON OH 44024  
 UNITED STATES OF AMERICA

Room No: 710/NKR  
 Arrival Date: ✓ 5/7/2024 4:01:00 PM  
 Departure Date: 5/10/2024 8:31:00 AM  
 Adult/Child: 1/0  
 Cashier ID: VENUS  
 Room Rate: 165.00  
 AL:  
 HH # 1949131294 BLUE  
 VAT #  
 Folio No/Che 630662 B

Confirmation Number: 80305899

DOUBLETREE BY HILTON JACKSONVILLE RIVERFRONT 5/10/2024 8:31:00 AM

DATE	REF NO	DESCRIPTION	CHARGES
5/7/2024	2478863	GUEST ROOM	\$165.00
5/7/2024	2478863	STATE TAX	\$12.38
5/7/2024	2478863	LOCAL TAX	\$9.90
5/8/2024	2479772	GUEST ROOM	\$165.00
5/8/2024	2479772	STATE TAX	\$12.38
5/8/2024	2479772	LOCAL TAX	\$9.90
5/9/2024	2480759	GUEST ROOM	\$165.00
5/9/2024	2480759	STATE TAX	\$12.38
5/9/2024	2480759	LOCAL TAX	\$9.90
5/10/2024	2481032	VS *0162	(\$561.84) ✓
**BALANCE**			\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit [Honors.com](https://www.hilton.com/honors)

CREDIT CARD DETAIL

APPR CODE	002530	MERCHANT ID	4445012737486
CARD NUMBER	VS *0162	EXP DATE	05/27
TRANSACTION ID	2481032	TRANS TYPE	Sale





DOUBLE TREE BY HILTON JACKSONVILLE  
 RIVERFRONT  
 1201 RIVERPLACE BLVD.  
 JACKSONVILLE, FL 32207  
 United States of America  
 TELEPHONE 904-398-8800 • FAX 904-398-9170  
 Reservations  
 www.hilton.com or 1 800 HILTONS

Hurst, Michael  
  
 231 MAIN ST  
 2ND FLOOR  
 CHARDON OH 44024  
 UNITED STATES OF AMERICA

Room No: 726/NKR  
 Arrival Date: ✓ 5/7/2024 3:58:00 PM  
 Departure Date: 5/10/2024 10:13:00 AM  
 Adult/Child: 2/0  
 Cashier ID: VENUS  
 Room Rate: 165.00  
 AL:  
 HH # 1949131294 BLUE  
 VAT #  
 Folio No/Che 630661 B

Confirmation Number: 80305899

DOUBLETREE BY HILTON JACKSONVILLE RIVERFRONT 5/10/2024 10:12:00 AM

DATE	REF NO	DESCRIPTION	CHARGES
5/7/2024	2478883	GUEST ROOM	\$165.00
5/7/2024	2478883	STATE TAX	\$12.38
5/7/2024	2478883	LOCAL TAX	\$9.90
5/8/2024	2479790	GUEST ROOM	\$165.00
5/8/2024	2479790	STATE TAX	\$12.38
5/8/2024	2479790	LOCAL TAX	\$9.90
5/9/2024	2480773	GUEST ROOM	\$165.00
5/9/2024	2480773	STATE TAX	\$12.38
5/9/2024	2480773	LOCAL TAX	\$9.90
5/10/2024	2481086	VS *0162	(\$561.84) ✓
**BALANCE**			\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit Honors.com

CREDIT CARD DETAIL

APPR CODE	007336	MERCHANT ID	4445012737486
CARD NUMBER	VS *0162	EXP DATE	05/27
TRANSACTION ID	2481086	TRANS TYPE	Sale



DOUBLE TREE BY HILTON JACKSONVILLE  
 RIVERFRONT  
 1201 RIVERPLACE BLVD.  
 JACKSONVILLE, FL 32207  
 United States of America  
 TELEPHONE 904-398-8800 • FAX 904-398-9170  
 Reservations  
 www.hilton.com or 1 800 HILTONS

HURST, MICHAEL  
 25307 CHARDON RD  
 RICHMOND HTS OH 44143  
 UNITED STATES OF AMERICA

Room No: 1019/NKR  
 Arrival Date: 5/7/2024 3:28:00 PM  
 Departure Date: 5/10/2024 8:18:00 AM  
 Adult/Child: 2/0  
 Cashier ID: SUMO  
 Room Rate: 165.00  
 AL:  
 HH #  
 VAT #  
 Folio No/Che 630663 B

Confirmation Number: 80305899

DOUBLETREE BY HILTON JACKSONVILLE RIVERFRONT 6/14/2024 1:25:00 PM

DATE	REF NO	DESCRIPTION	CHARGES
5/7/2024	2478594	GUEST ROOM	\$165.00
5/7/2024	2478594	STATE TAX	\$12.38
5/7/2024	2478594	LOCAL TAX	\$9.90
5/8/2024	2479539	GUEST ROOM	\$165.00
5/8/2024	2479539	STATE TAX	\$12.38
5/8/2024	2479539	LOCAL TAX	\$9.90
5/9/2024	2480578	GUEST ROOM	\$165.00
5/9/2024	2480578	STATE TAX	\$12.38
5/9/2024	2480578	LOCAL TAX	\$9.90
5/10/2024	2481023	VS *0162	(\$561.84)
**BALANCE**			\$0.00

CREDIT CARD DETAIL

APPR CODE	004054	MERCHANT ID	4445012737486
CARD NUMBER	VS *0162	EXP DATE	05/27
TRANSACTION ID	2481023	TRANS TYPE	Sale