



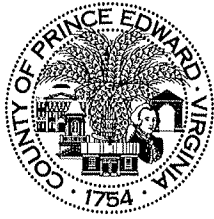
**BOARD OF SUPERVISORS MEETING**

**ADDENDUM PACKET**

January 14, 2014

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: January 14, 2014  
Item No.: 33  
Department: County Administration  
Staff Contact: Sarah Elam Puckett  
Issue: Correspondence/Informational - Addendum

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**Summary:** Please see the attached correspondence and informational items for your review and consideration.

**Attachments:**

- a. Letter from Auditor of Public Accounts

**Recommendations:** None.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Campbell \_\_\_\_\_  
Cooper-Jones \_\_\_\_\_  
Jones \_\_\_\_\_

McKay \_\_\_\_\_  
Simpson \_\_\_\_\_  
Timmons \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_



# Commonwealth of Virginia

*Auditor of Public Accounts*

Martha S. Mavredes, CPA  
Auditor of Public Accounts

P.O. Box 1295  
Richmond, Virginia 23218

January 10, 2014

The Honorable Machel J. Eppes  
Clerk of the Circuit Court  
County of Prince Edward

William G. Fore, Jr., Board Chairman  
County of Prince Edward

Audit Period: January 1, 2012 through September 30, 2013  
Court System: County of Prince Edward

We have audited the cash receipts and disbursements of the Clerk of the Circuit Court for this locality. Our primary objectives were to test the accuracy of financial transactions recorded on the Court's financial management system; evaluate the Court's internal controls; and test its compliance with significant state laws, regulations, and policies.

## Management's Responsibility

Court management has responsibility for establishing and maintaining internal controls and complying with applicable laws and regulations. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Deficiencies in internal controls could possibly lead to the loss of revenues or assets, or otherwise compromise fiscal accountability.

We noted no matters involving internal control and its operation necessary to bring to management's attention.

The Honorable Machel J. Eppes  
William G. Fore, Jr.  
January 10, 2014  
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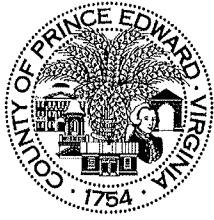
We acknowledge the cooperation extended to us by the Court during this engagement.

  
AUDITOR OF PUBLIC ACCOUNTS

MSM: ljh

cc: The Honorable Leslie M. Osborn, Chief Judge  
Wade Bartlett, County Administrator  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia  
Director, Admin and Public Records  
Department of Accounts





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** January 14, 2014  
**Item No.:** 34  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett/Sarah Elam Puckett  
**Issue:** Monthly Reports - Addendum

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**Summary:** Please see the attached monthly reports for your review and consideration.

**Attachments:**

- a. Cannery, Year-End Report on Commercial Operations

**Recommendations:** None.

Motion _____	Campbell _____	McKay _____	Townsend _____
Second _____	Cooper-Jones _____	Simpson _____	Wilck _____
	Jones _____	Timmons _____	



# Virginia Food Works

*Commercial Management at Prince Edward County Cannery*

Emily Wells  
Commercial Manager  
(434) 547-4280

## **2013 Summary**

*Cannery has been made available to Commercial Users on Wednesdays and Thursdays*

The County has encouraged commercial usage of the Cannery since receiving a grant from the Tobacco Commission in 2010, and in 2013 the project took off. Since contracting with Prince Edward in February 2013, Virginia Food Works has promoted the Cannery throughout the Commonwealth.

We are happy to announce a drastic increase in production from previous years, and as advertising continues we expect to see numbers continue to rise in upcoming harvest months.

Prospective Food Producers: 90

Clients: 19

Quantity processed, 2012: 5,000 jars of product

Quantity processed, 2013: Over 15,000 jars of product

Number of local jobs created: 5

Farmers and entrepreneurs from all over Virginia have expressed interest in using the Cannery, some choosing to rent the Cannery and process food themselves while others choose to use the full-service contract packer. Clients have produced all manner of acid and acidified food products; examples include applesauce, fruit preserves, barbeque sauce, vinaigrette salad dressing, marinara sauce, grape juice, salsa, and bloody mary mix. Many clients use fresh Virginia-grown produce in their recipes, and Virginia Food Works has been happy to connect them with local farms such as Robert Mays' berry farm, Thistledowne Farm, Sunnyside Farm, and aggregators such as the Produce Auction in Charlotte County.

**Please join us for an Open House at the Cannery on Wednesday, January 15<sup>th</sup>!**

**Meet with food growers and producers while observing the commercial processing staff demonstrate use of the Cannery equipment.**

**Open House begins at 10:00AM at 7916 Abilene Rd, Farmville, VA 23901**