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COUNTY EXECUTIVE



ROBERT H. BALKIND, P.E.
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COUNTY OF DUTCHESS
DEPARTMENT OF PUBLIC WORKS

July 14, 2017

Mr. James Coughlan, Comptroller
Dutchess County Office of the Comptroller
22 Market Street
Poughkeepsie, NY 12601

RE: Limited Scope Audit of the Division of Public Transit – 2016 –

Dear Mr. Coughlan:

This letter is provided in response to a DRAFT audit report received on July 6, 2017 for the Division of Public Transit. The audit was a limited scope review regarding payroll expenses, vehicle inventory, and repair and maintenance services.

First, thank you to you and your staff for conducting a thorough audit. Your staff demonstrated professionalism and respect while working with and interviewing our DPW and Transit Management of Dutchess County staff.

We are pleased that your audit showed our documents and records, payroll process and payment of related expenses, and processes and procedures for vehicle repairs and maintenance all in good order. We acknowledge that a more steadfast commitment to accurate reporting of the vehicle tag numbers and vehicle information is needed, and this will be addressed moving forward. Additionally, a procedure has already been identified and implemented in order to provide more uniformity in the reporting of the vehicle purchase price on our Inventory List and Asset Service.

Thank you for the opportunity to provide a response to the DRAFT audit report.

Please feel free to contact my office if you would like to discuss further.

Sincerely,

Robert H. Balkind, P.E.

Commissioner

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