



DUTCHESS COUNTY SOIL AND WATER CONSERVATION DISTRICT

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Millbrook, NY 12545

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April 3, 2012

James L. Coughlan, County Comptroller
22 Market Street
Poughkeepsie, New York 12601

Dear Mr. Coughlan:

The Directors and Staff have reviewed a copy of your Draft Audit Report for The Dutchess County Soil and Water Conservation District for the year January 1 through December 31, 2010 at our March 29, 2012 District Board meeting.

We find the report to be fair and find your staff very helpful in identifying areas in which the District can improve our fiscal management process. We continue to incorporate the procedures recommended by the comptroller's Office into our bookkeeping routine. We will continue to follow and review past recommendations by your office, so as to keep an accurate accounting of our programs. The District continues to use the audit reports as a Risk Management tool of the District's operations.

Page 4 Retirement, the retirement payment was made in February as it has been for many years. As you know the retirement payments have increased dramatically over the years. To meet this The District sets funds aside throughout the year to try and meet our projected bill due in December. Due to these increased rates and timing of payment to the District from other funding sources, we are not always able to meet the December billing cycle. Thus payment is made in February.

Page 5 Medical Buyout, The Board of Directors selected this option for the employees four (4) years ago and review the program annually as evident by Board Minutes. The Board selected this option because of the savings to The District and a benefit to the employees. The District had a savings of \$10,029.60 in 2011. To compare this to the County Contract Buyout is unfair as our employees DO NOT receive the same compensation as County employees. This program was approved for 2012 by the Director and their Board meeting in March. The Directors consider dental as part of the health plan that The District provides to their employees. The Board reviews all insurance and buyout policies annually and continues to select policies that benefit The District and their employees.

Page 5 Maintenance Fee, The District Did Not pay the complete share service fee to Cornell Cooperate Extension due to lack of services. The District and USDA / NRCS office area was not cleaned for a period of at least 6 months other than by District Staff.

We thank you and your staff for a professional job in auditing our financial reports and for the Audit Report with the findings and recommendations that always serve as further education in our bookkeeping procedures.

Sincerely,

Edwin J. Hoxsie III
Executive Director