



MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

CRAIG D. APPLE, SR.
SHERIFF



WILLIAM M. RICE
UNDERSHERIFF

May 26, 2023

Honorable Andrew Joyce
Legislative Clerk's Office
112 State Street, Room 710
Albany, New York 12207

ANDREW
Dear Chairman Joyce:

The attached correspondence is forwarded for presentation to the Public Safety Committee of the Albany County Legislature.

Respectfully request a resolution authorizing the County Executive to enter into an Agreement with the New York State Governor's Traffic Safety Committee in the amount of \$570,977.00 for the 2023 Albany County STOP-DWI Plan. This plan accounts for and includes multi-agency police enforcement and DWI supplies for all participating agencies in Albany County, STOP-DWI Program staffing, and educational/awareness campaigns and programs. Please note that the STOP-DWI Plan covers the dates of October 1, 2022 – September 30, 2023, BUT the County Contracts that are included in this plan cover the dates January 1, 2023 – December 31, 2023.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple, Sr.
Craig D. Apple, Sr.
Sheriff

Att.

cc: Hon. Daniel P. McCoy, County Executive
Hon. William Clay, Public Safety Chairman
Hon. Wanda Willingham, Audit & Finance Chairwoman

REQUEST FOR LEGISLATIVE ACTION

DATE : JUNE 23, 2023

DEPARTMENT: ALBANY COUNTY SHERIFF'S OFFICE

CONTACT PERSON: CRAIG D APPLE SR
TELEPHONE: 518-447-5440
DEPT. REPRESENTATIVE ATTENDING
COMMITTEE MEETING: CRAIG D APPLE, SR.

PURPOSE OF REQUEST:

ADOPTION OF LOCAL LAW	_____
AMENDMENT OF PRIOR LEGISLATION	_____
APPROVAL/ADOPTION OF PLAN/PROCEDURE	<u> X </u>
BOND APPROVAL	_____
BUDGET AMENDMENT(SEE BELOW)	_____
CONTRACT AUTHORIZATION (SEE BELOW)	<u> X </u>
ENVIRONMENTAL IMPACT	_____
HOME RULE REQUEST	_____
PROPERTY CONVEYANCE	_____
OTHER:(STATE BRIEFLY IF NOT LISTED ABOVE)	_____

APPROVE THE STOP DWI PLAN FOR 2023. TO BE SUBMITTED TO NYS DEPT OF MOTOR VEHICLES
GOVERNOR TRAFFIC SAFETY COMMITTEE FOR FINAL APPROVAL.

CONCERNING BUDGET AMENDMENTS

STATE THE FOLLOWING

INCREASE ACCOUNT/LINE NO. _____
SOURCE OF FUNDS: _____
TITLE CHANGE: _____

CONCERNING CONTRACT AUTHORIZATION,

STATE THE FOLLOWING:

TYPE OF CONTRACT

CHANGE ORDER/CONTRACT AMENDMENT	_____
PURCHASE (EQUIPMENT/ SUPPLIES)	_____
LEASE (EQUIPMENT/SUPPLIES)	_____
REQUIREMENTS	_____
PROFESSIONAL SERVICES	_____
EDUCATIONAL/TRAINING	_____
GRANT: NEW	<u> X </u>
RENEWAL	_____
SUBMISSION DEADLINE DATE	_____

SETTLEMENT OF A CLAIM _____
RELEASE OF LIABILITY _____
OTHER: (STATE BRIEFLY) _____

FOR COUNSEL USE ONLY

DATE: _____
RECEIVED: _____
RECEIVED BY: _____
METHOD: HAND _____
COURIER _____
MAIL _____

CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS:

PARTY (NAME/ADDRESS):

NYS DEPT OF MOTOR VEHICLES- GTSC

6 EMPIRE STATE PLAZA

ALBANY, NY 12228

AMOUNT/RATE SCHEDULE/FEE:

\$570,977.00

TERM: 1/1/2023 THRU 12/31/2023

SCOPE OF SERVICES:

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES X NO

FUNDING SOURCE: DWI FINES AND OTHER REVENUE SOURCES (VICTIM
IMPACT AND ALIVE AT 25 PROGRAM)

COUNTY BUDGET ACCOUNTS:

REVENUE:

APPROPRIATION:

BOND(RES. NO. & DATE OF ADOPTION)

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES NO X

IF MANDATED CITE: AUTHORITY

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES NO

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)

FEDERAL 0%

STATE 0%

COUNTY 0%

TERM/LENGTH OF FUNDING

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: 22-471 (COPY ATTACHED)

DATE OF ADOPTION: 12/6/2021

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

APPROVE THE STOP DWI PLAN FOR 2023 - SUBMIT TO NYS DEPT OF MV

AND AUTHORIZE THE EXECUTION OF ANY NECESSARY AGREEMENTS FOR

THE IMPLEMENTATION OF THE STOP DWI PROGRAM

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY: CRAIG D. APPLE, SR.

TITLE: SHERIFF

RESOLUTION NO. 471

APPROVING THE 2022 ALBANY COUNTY STOP-DWI PLAN AND
AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE
GOVERNOR'S TRAFFIC SAFETY COMMITTEE

Introduced: 12/6/21

By Public Safety Committee and Mr. Miller:

WHEREAS, The Coordinator of the Albany County STOP-DWI Program has prepared a STOP-DWI Plan pursuant to the New York State Vehicle and Traffic Law, and

WHEREAS, The proposed STOP-DWI Plan for 2022 must be certified by the Albany County Legislature and approved by the New York State Department of Motor Vehicles (DMV), and

WHEREAS, Upon approval by the New York State DMV, the County will receive \$570,977 for multi-agency police enforcement, prosecution, probation, rehabilitation, public information, and education in an effort to reduce alcohol-related crashes, injuries and deaths, now, therefore, be it

RESOLVED, By the Albany County Legislature that the 2022 Albany County STOP-DWI Plan is hereby ratified and approved, and, be it further

RESOLVED, That the County Executive is authorized to enter into any and all necessary agreements regarding the implementation of the approved 2022 STOP-DWI Plan, including agreements for the receipt of \$570,977 from the New York State DMV for a term commencing October 1, 2021 and ending September 30, 2022, and, be it further

RESOLVED, That the County Attorney is authorized to approve any agreements associated with the aforementioned approved plan as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote - 12/6/21

Ms. Plotsky abstained.



COUNTY: ALBANY

Name: Michael Mahan

Title: First Sergeant - Administrator

Phone number: 5186557828

Email address: michael.mahan@albanycountyny.gov

Additional comments:

Next

COMPONENT	TOTALS
I. Enforcement*	\$ 124,200.00
II. Prosecution	\$ 50,000.00
III. Court Related	\$ 0.00
IV. Probation	\$ 64,000.00
V. Rehabilitation	\$ 27,500.00
VI. Public Information/Education	\$ 18,900.00
VII. Administration	\$ 286,377.00
TOTAL STOP-DWI BUDGET	\$ 570,977.00

**Do NOT include HVEC Grant Funding when reporting your budget expenses nor estimated income and other sources of revenue.*

Subtotal Estimated Fine Revenues for year 2023: \$ 200,000.00

Subtotal Other Source(s) of Revenue**: \$ 41,000.00

Total Estimated Revenues: \$ 241,000.00

Enter Amount of Rollover/Fund Balance: \$ 0.00

Are you planning to use any of your Rollover?

YES ☐ NO ☒

** List other sources of revenue.

Victim Impact Panel \$40,000
Alive at 25 \$1,000

Removed \$28,000 HVEC funds from Other Sources of Revenue (DK - 3/10/23)

Previous

Next

BUDGET SUMMARY of LAW ENFORCEMENT

(i) PERSONAL SERVICES

Funded Position(s): List Job Title, Agency, Full or Part Time Status	Percent Full Time Equivalent	Total
	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
Overtime Funding*		\$ 0.00
Fringes		\$ 0.00
Total Personal Services (Subtotal (A) on next page)		\$ 0.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment (Subtotal (B) on next page)	\$ 5,000.00
Vehicle	\$ 0.00
Vehicle Maintenance	\$ 0.00
Supplies	\$ 0.00
Training/Travel	\$ 0.00
Overhead: Office Rent, Telephone, and Utilities	\$ 0.00
Indirect Cost Charge(s)	\$ 0.00
Contractual Services	
<i>Must describe in detail below the contractor and services to be provided</i>	\$ 119,200.00
Total Other Than Personal Services	\$ 124,200.00
TOTAL LAW ENFORCEMENT BUDGET (i) + (ii)	\$ 124,200.00

[Previous](#)

[Next](#)

****Do NOT include HVEC Grant Funding when reporting your budget.***

HVEC Grant Funding should NOT be included in either 'Overtime Funding' nor 'Contractual Services'

ENFORCEMENT ACTIVITY (PERSONAL SERVICES/EQUIPMENT) BUDGET

NAME OF AGENCY	AMOUNT PERSONAL SERVICES FOR DWI PATROLS (A)*	AMOUNT FOR OTHER THAN PERSONAL SERVICES (B)**
Albany County Sheriff's Office	\$ 12,800.00	
Albany Police Department	\$ 20,000.00	
Altamont Police Department	\$ 2,000.00	
Bethlehem Police Department	\$ 18,400.00	
Coeymans Police Department	\$ 2,000.00	
Cohoes Police Department	\$ 8,000.00	
Colonie Police Department	\$ 20,000.00	
Green Island Police Department	\$ 4,000.00	
Guilderland Police Department	\$ 20,000.00	
Menands Police Department	\$ 4,000.00	
Watervliet Police Department	\$ 8,000.00	
As needed supplies/Supplies		\$ 5,000.00
TOTAL	\$ 119,200.00	\$ 5,000.00

*Subtotal (A) is the overtime funding for each agency
 **Subtotal (B) is the equipment amount for each agency

**Do NOT include HVEC
 Grant Funding when
 reporting your budget.**

Previous

Next

ENFORCEMENT ACTIVITY BUDGET (Description)

Describe in detail / explain vehicle purchase, including the name of the agency that will be obtaining the vehicle:

Describe in detail / list the equipment to be purchased:

Breath test equipment, blood kits, SFST/Miranda Warning printed material and other assorted supplies based on the needs of the agencies. May include replacement/additional pre-screening devices if needed.

Describe in detail / explain Contractual Services:

Contracts will be issued to the eleven local enforcement agencies in Albany County. Funding may be used for DWI enforcement details. Most details are pre-scheduled at the beginning of the year, but agencies may request additional dates based on community functions, gatherings or STOP DWI Administrator prior to the detail. Funding may also be used for pre-approved underage alcohol sale enforcement. Contractual monies are reimbursed by what was used at the end of the County Fiscal Year (December 31)

[Previous](#)

[Next](#)

ENFORCEMENT ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

Please provide specific detail of the activities that will be funded in this area.

Scheduled blanket patrol details will be scheduled in conjunction with the NYS STOP-DWI High Visibility Engagement Campaigns and may include other mobilization campaigns. Other campaigns are generally unannounced and would be based on needs determined by the specific law enforcement agency. These needs could include additional patrols around community events where a high probability of impaired driving may occur. Some law enforcement agencies may request for use of funds for underage liquor sale enforcement. These must be pre-approved by the STOP DWI Administrator in advance and concluding detail must be sent to the Albany County STOP DWI Unit at the conclusion of the detail.

Previous

Next

BUDGET SUMMARY of PROSECUTION

(i) PERSONAL SERVICES

Funded Position(s): List Job Title, Agency, Full or Part Time Status	Percent Full Time Equivalent	Total
Assistant DA DWI Prosecutor	50 %	\$ 50,000.00
	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
Overtime Funding		\$ 0.00
Fringes		\$ 0.00
Total Personal Services		\$ 50,000.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	\$ 0.00
Supplies and Materials	\$ 0.00
Training/Travel	\$ 0.00
Contractual Services	\$ 0.00
Other (describe in detail below)	\$ 0.00
Total Other Than Personal Services	\$ 0.00
TOTAL PROSECUTION BUDGET (i) + (ii)	\$ 50,000.00

Previous

Next

PROSECUTION ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

N/A

Describe in detail / explain Contractual Services:

The Albany County STOP DWI Init will continue to partially fund the activities of an Assistant District Attorney in the Vehicular Crimes Bureau.

[Previous](#)

[Next](#)

PROSECUTION ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

N/A

Please provide specific detail of the activities that will be funded in this area.

N/A

Previous

Next

BUDGET SUMMARY of COURT RELATED

(i) PERSONAL SERVICES

Funded Position(s):

List Job Title, Agency, Full or Part Time Status

	Percent Full Time Equivalent	Total
N/A	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
Overtime Funding		\$ 0.00
Fringes		\$ 0.00
Total Personal Services		\$ 0.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	\$ 0.00
Supplies and Materials	\$ 0.00
Training/Travel	\$ 0.00
Contractual Services	\$ 0.00
Other (describe in detail below)	\$ 0.00
Total Other Than Personal Services	\$ 0.00
TOTAL COURT BUDGET (i) + (ii)	\$ 0.00

Previous

Next

COURT RELATED ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

N/A

Describe in detail / explain Contractual Services:

N/A

Previous

Next

COURT RELATED ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

N/A

Please provide specific detail of the activities that will be funded in this area.

N/A

Previous

Next

BUDGET SUMMARY of PROBATION

(i) PERSONAL SERVICES

Funded Position(s): List Job Title, Agency, Full or Part Time Status	Percent Full Time Equivalent	Total
Probation Office Dedicated to DWI Cases	50 %	\$ 39,000.00
Probation Officer dedicated to Ignition Interlock Cases	50 %	\$ 25,000.00
	0 %	\$ 0.00
	0 %	\$ 0.00
Overtime Funding		\$ 0.00
Fringes		\$ 0.00
Total Personal Services		\$ 64,000.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	\$ 0.00
Supplies and Materials	\$ 0.00
Training/Travel	\$ 0.00
Contractual Services	\$ 0.00
Other (describe in detail below)	\$ 0.00
Total Other Than Personal Services	\$ 0.00
TOTAL PROBATION BUDGET (i) + (ii)	\$ 64,000.00

Previous

Next

PROBATION ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

N/A

Describe in detail / explain Contractual Services:

N/A

Previous

Next

PROBATION ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

N/A

Please provide specific detail of the activities that will be funded in this area.

Albany County STOP DWI will continue to partially fund a DWI Case Manager/Probation Officer position and an Ignition Interlock Manager?Probation Officer. It will be their duty to manage DWI Probation cases in Albany County (including any transfers) and monitor the installation, use and removal of Ignition Interlock Devices.

Previous

Next

BUDGET SUMMARY of REHABILITATION

(i) PERSONAL SERVICES

Funded Position(s):

List Job Title, Agency, Full or Part Time Status

Percent Full Time
Equivalent

Total

	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
	0 %	\$ 0.00
Overtime Funding		\$ 0.00
Fringes		\$ 0.00
Total Personal Services		\$ 0.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	\$ 0.00
Supplies and Materials	\$ 0.00
Training/Travel	\$ 0.00
Contractual Services	\$ 27,000.00
Other (describe in detail below)	\$ 500.00
Total Other Than Personal Services	\$ 27,500.00
TOTAL REHABILITATION BUDGET (i) + (ii)	\$ 27,500.00

Previous

Next

REHABILITATION ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

N/A

Describe in detail / explain Contractual Services:

Honor Court - Altamont Program \$22,000 contract to partially fund a counselor position for Assessment & Treatment for unsupervised, at risk population.
Addictions Care Center of Albany \$5,000 Funding Alcohol and Substance Abuse Education and assistance in various area schools and college programs.

REHABILITATION ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

\$500.00 for speakers and treatment providers as needed for educational events.

Please provide specific detail of the activities that will be funded in this area.

Albany County STOP DWI will continue to provide funding for both Honor Court and Addictions Care Center of Albany (ACCA). ACCA will assist when needed with speakers for public speaking engagements and offer treatment options at these events. ACCA also provides preventative educational programs for all ages about drug s and addiction and the importance of healthy life choices in these areas.

Previous

Next

BUDGET SUMMARY of PUBLIC INFORMATION/EDUCATION

(i) PERSONAL SERVICES

Funded Position(s):	Percent Full Time	
List Job Title, Agency, Full or Part Time Status	Equivalent	Total
<hr/>	0 %	<hr/> \$ 0.00
<hr/>	0 %	<hr/> \$ 0.00
<hr/>	0 %	<hr/> \$ 0.00
<hr/>	0 %	<hr/> \$ 0.00
Overtime Funding		<hr/> \$ 0.00
Fringes		<hr/> \$ 0.00
Total Personal Services		<hr/> \$ 0.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	<hr/> \$ 0.00
Supplies and Materials	<hr/> \$ 1,500.00
Training/Travel	<hr/> \$ 0.00
Contractual Services	<hr/> \$ 17,400.00
Other (describe in detail below)	<hr/> \$ 0.00
Total Other Than Personal Services	<hr/> \$ 18,900.00
TOTAL PUBLIC INFORMATION/EDUCATION BUDGET (i) + (ii)	<hr/> \$ 18,900.00

Previous

Next

PUBLIC INFORMATION/EDUCATION ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

Alive @ 25 Materials - \$1500.00

Describe in detail / explain Contractual Services:

Mini-Grants (Max \$400/each) to six area high schools for assistance for post prom events. These grants are by request and must be pre-approved by the Administrator. \$2,400.00

Victim Speakers (panels, schools and events) \$3,000.00

Community Advertising \$5,000.00

Times Union Advertising Sponsorships \$5,000.00

Funding for Teen Youth Summit \$2,000.00

[Previous](#)

[Next](#)

PUBLIC INFORMATION/EDUCATION ACTIVITY BUDGET (Description), Cont'd

Describe in detail / explain "other" items listed:

N/A

Please provide specific detail of the activities that will be funded in this area.

Up To six local high schools can submit for a mini-grant up to \$400.00 to assist with post-prom events. Applications must be submitted in writing to the STOP DWI Unit for approval. Albany County STOP DWI will continue sponsorships at the Times Union Center which are contracted annually for PSA advertising at venues. Albany County STOP DWI will also assist with sponsorship funding for the annual Youth Summit which targets various topics, including impaired driving. Small stipends will be given to victim speakers as needed for community presentations.

Previous

Next

BUDGET SUMMARY of ADMINISTRATION

(i) PERSONAL SERVICES

Funded Position(s): List Job Title, Agency, Full or Part Time Status	Percent Full Time Equivalent	Total
Administrator	100 %	\$ 131,409.00
STOP DWI Specialist	100 %	\$ 88,645.00
STOP DWI Specialist	100 %	\$ 56,283.00
	0 %	\$ 0.00
Overtime Funding		\$ 10,000.00
Fringes		\$ 0.00
Total Personal Services		\$ 286,337.00

(ii) OTHER THAN PERSONAL SERVICES

Equipment	\$ 0.00
Supplies and Materials	\$ 0.00
Training/Travel	\$ 0.00
Contractual Services	\$ 0.00
Other (describe in detail below)	\$ 0.00
Total Other Than Personal Services	\$ 0.00
TOTAL ADMINISTRATION BUDGET (i) + (ii)	\$ 286,337.00

Previous

Next

ADMINISTRATION ACTIVITY BUDGET (Description)

Describe in detail / list the equipment to be purchased:

N/A

Describe in detail / explain Contractual Services:

N/A

Previous

Next