



**MICHAEL S. MONTELEONE**  
EXECUTIVE UNDERSHERIFF

## ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400  
[WWW.ALBANYCOUNTYSHERIFF.COM](http://WWW.ALBANYCOUNTYSHERIFF.COM)



**WILLIAM M. RICE**  
UNDERSHERIFF

**CRAIG D. APPLE, SR.**  
SHERIFF

January 5, 2024

Honorable Joanne Cunningham  
Chairwoman, Albany County Legislature  
112 State Street, Room 710  
Albany, New York 12207

Dear Chairwoman Cunningham:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

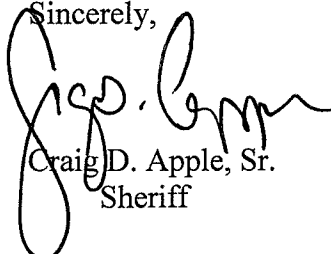
Legislative approval is required in order to allow Albany County to apply for and accept a grant with the State of New York, Division of Homeland Security and Emergency Services, as a recipient of a 2023-2024 Hazardous Materials Emergency Preparedness grant. Albany County is acting as fiduciary for the Capital Region Hazmat Group. The participating counties are Albany, Rensselaer, Saratoga and Schenectady Counties.

The grant award is for \$16,000.00. These grant funds will be utilized to cover expenses related to training and equipment related to the transportation of hazardous materials. The funds will be used to acquire gas meter simulators to be used in various Hazardous Material training classes and drills. There is a \$4,000 matching contribution. The salary of existing personnel will be used for the match. The grant is non-competitive and each of the 18 Hazmat regions in the state are receiving the same amount.

The FY2023-24 HMEP period of performance is from December 13, 2023 - December 31, 2024.

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

Sincerely,



Craig D. Apple, Sr.  
Sheriff

cc: Hon. Daniel P. McCoy, County Executive  
Hon. Wanda Willingham, Audit & Finance Chairwoman

**REQUEST FOR LEGISLATIVE ACTION**

<b>FOR COUNSEL USE ONLY</b>	
DATE:	_____
RECEIVED:	_____
RECEIVED BY:	_____
METHOD:	<u>HAND</u> _____
	<u>COURIER</u> _____
	<u>MAIL</u> _____

**DATE :** January 5, 2024

**DEPARTMENT:** Albany County Sheriff's Office

CONTACT PERSON: Sheriff Craig D. Apple Sr.  
TELEPHONE: (518) 487-5440

DEPT. REPRESENTATIVE ATTENDING  
COMMITTEE MEETING: Sheriff Craig D. Apple Sr.

**PURPOSE OF REQUEST:**

- ADOPTION OF LOCAL LAW \_\_\_\_\_
  - AMENDMENT OF PRIOR LEGISLATION \_\_\_\_\_
  - APPROVAL/ADOPTION OF PLAN/PROCEDURE \_\_\_\_\_
  - BOND APPROVAL \_\_\_\_\_
  - BUDGET AMENDMENT(SEE BELOW) X
  - CONTRACT AUTHORIZATION (SEE BELOW) X
  - ENVIRONMENTAL IMPACT \_\_\_\_\_
  - HOME RULE REQUEST \_\_\_\_\_
  - PROPERTY CONVEYANCE \_\_\_\_\_
  - OTHER:(STATE BRIEFLY IF NOT LISTED ABOVE) \_\_\_\_\_
- Legislative approval to accept the 2023-2024 HMEP Grant

**CONCERNING BUDGET AMENDMENTS**

**STATE THE FOLLOWING**

INCREASE ACCOUNT/LINE NO. A33110.03306.HME24 (Homeland Security)  
SOURCE OF FUNDS: NYS Dept. of Homeland Security  
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 X
- RENEWAL \_\_\_\_\_
- SUBMISSION DEADLINE DATE \_\_\_\_\_

- SETTLEMENT OF A CLAIM \_\_\_\_\_
- RELEASE OF LIABILITY \_\_\_\_\_
- OTHER: (STATE BRIEFLY) \_\_\_\_\_

**CONCERNING CONTRACT AUTHORIZATION (CONT'D)**

**STATE THE FOLLOWING:**

**CONTRACT TERMS/CONDITIONS:**

**PARTY (NAME/ADDRESS):**

NYS Division of Homeland Security Attn: Jackie Bray

1220 WASHINGTON AVENUE, BLDG 7A,

Albany, N.Y. 12242

**AMOUNT/RATE SCHEDULE/FEE:**

\$16,000.00

**TERM:** 12/13/2023-12/31/2024

**SCOPE OF SERVICES:**

Funds will be used to cover costs related to hazmat response training and purchasing required equipment

**CONTRACT FUNDING:**

ANTICIPATED IN CURRENT BUDGET: YES \_\_\_\_\_ NO X

FUNDING SOURCE: \_\_\_\_\_

**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 X

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: \_\_\_\_\_

**FISCAL IMPACT - FUNDING:** \_\_\_\_\_ (DOLLARS OR PERCENTAGES)

FEDERAL \_\_\_\_\_

STATE 100%

COUNTY \_\_\_\_\_

TERM/LENGTH OF FUNDING \_\_\_\_\_

**PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:**

RESOLUTION/LAW NUMBER: 336

DATE OF ADOPTION: 8/14/2023

**JUSTIFICATION:** \_\_\_\_\_ (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

See attached

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



# Homeland Security and Emergency Services

KATHY HOCHUL  
Governor

JACKIE BRAY  
Commissioner

December 13, 2023

The Honorable Daniel P. McCoy  
Albany County Executive  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 1200  
Albany, NY 12207

Dear Mr. McCoy:

A handwritten signature in black ink that reads "Dan" with a stylized flourish.

I am pleased to announce that Albany County and its regional partnership have been awarded \$16,000 under the FY2023-24 Hazardous Materials Emergency Preparedness (HMEP) Grant Program. This award requires a cash or in-kind local match of \$4,000. Funding for this grant is provided by the U.S. Department of Transportation (DOT), Pipeline and Hazardous Materials Safety Administration (PHMSA) and is administered by the New York State Division of Homeland Security and Emergency Services (DHSES). The performance period for this grant is from December 13, 2023 through December 31, 2024.

Thank you for your continued support of New York State's emergency preparedness efforts. DHSES remains committed to providing you with outstanding support in the administration of your emergency preparedness programs. In order to ensure these funds are made available as quickly as possible, a representative will be reaching out to your grant point of contact. If you have any questions about this program, please contact my Director of Grants Program Administration, Eric Abramson, at (518) 402-2123.

Congratulations on your award and I look forward to working with you to administer this program.

Sincerely,

A handwritten signature in black ink that reads "Jackie Bray" in a cursive style.

Jackie Bray  
Commissioner

2024 BUDGET AMENDMENT

APPROPRIATIONS					
ACCOUNT NO.	HME24	RESOLUTION DESCRIPTION	INCREASE	DECREASE	DEPARTMENT NAME
A9 3110 2 2800	HME24	Specialty Equipment	16,000.00		SHERIFF'S OFFICE
TOTAL APPROPRIATIONS			16,000.00		

REVENUES					
ACCOUNT NO.	HME24	RESOLUTION DESCRIPTION	DECREASE	INCREASE	DEPARTMENT NAME
A3 3110 03306	HME24	Homeland Security		16,000.00	SHERIFF'S OFFICE
GRAND TOTALS			16,000.00	16,000.00	

RESOLUTION NO. 336

**AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND AN AGREEMENT WITH THE STATE OF NEW YORK, DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES REGARDING THE 2022-2023 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT AND AMENDING THE 2023 SHERIFF'S OFFICE BUDGET**

Introduced: 8/14/23

By Public Safety Committee:

WHEREAS, The Albany County Sheriff has requested authorization to submit a grant application to and enter into an agreement with the New York State Division of Homeland Security and Emergency Services regarding the 2022-2023 Hazardous Materials Emergency Preparedness Grant funding in an amount of \$16,000 for a term commencing June 1, 2023 and ending December 31, 2024, and

WHEREAS, The Sheriff has indicated that the Sheriff's Office will act as fiduciary for the Capital Region Hazmat Group which includes Albany, Rensselaer, and Schenectady Counties, and

WHEREAS, The Sheriff has indicated that the funding will be used to convert a tank trailer, donated by the Watervliet Arsenal Fire Department, into a leak simulator, and

WHEREAS, The Sheriff has also requested a budget amendment to incorporate the 2022-2023 Hazardous Materials Emergency Preparedness Grant funding into the 2023 Sheriff's Office Budget, now, therefore, be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to submit a grant application to and enter into an agreement with the New York State Division of Homeland Security and Emergency Services regarding the 2022-2023 Hazardous Materials Emergency Preparedness Grant funding in an amount of \$16,000 for a term commencing June 1, 2023 and ending December 31, 2024, and, be it further

RESOLVED, That the 2023 Sheriff's Office Budget is amended as follows:

Increase Revenue Account A3110 0 3306 Homeland Security by \$16,000

Increase Appropriation Account A3110.2 by \$16,000 by increasing Line Item A3110 2 2800 Specialty Equipment by \$16,000

and, be it further