

STAMP Water Works, Inc. Meeting
Wednesday, December 3, 2025
Location: 99 MedTech Drive, Innovation Room
9:00 AM

STAMP WATER WORKS, INC. MINUTES

Attendance

Board Members: P. Zelif, R. Crossen, T. Hens, C. Yunker, P. Battaglia
Staff: M. Masse, J. Krencik, L. Farrell, K. Galdun, P. Kennett, C. Suozzi
Guests:
Absent: M. Clattenburg, M. Cianfrini

1.0 Call to Order

P. Zelif called the meeting to order at 9:01 a.m. in the Innovation Zone.

2.0 Chairman's Report & Activities

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: September 3, 2025

C. Yunker made a motion to accept the September 3, 2025, minutes as presented; the motion was seconded by T. Hens. Roll call resulted as follows:

M. Clattenburg -Absent	P. Zelif – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

3.0 Discussions

3a. Accept Town of Batavia Work on PRV Valves Complete – The Town of Batavia has completed the work of installing PRV valves in the Town of Alabama water system thereby replacing the current manually controlled valves. The Town of Batavia is requesting that the STAMP Water Works Corp. acknowledge that the Water Works Corp. approved the installation of this work, that the project has been satisfactorily completed and that SWWC accepts ownership of the work.

Fund Commitment: None.

Board Action Request: Approval of the acknowledgement that the Water Works Corp. approved the installation of this work, that the project has been satisfactorily completed and that SWWC accepts ownership of the work.

P. Zeliff inquired whether an engineer's report had been submitted, and M. Masse confirmed that it had not but stated he would request one. T. Hens noted that certification had been provided to the health department and was included in the meeting materials, and M. Masse added that the County Public Works Department had also certified the materials as satisfactory.

P. Zeliff requested that a copy of the certification document be obtained and retained for organizational records.

P. Battaglia made a motion to approve the acknowledgement that the Water Works Corporation authorized the installation of the referenced work, that the project has been satisfactorily completed, and that STAMP Water Works Corp. formally accepts ownership of the completed work contingent upon receiving the engineer's report as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Clattenburg -Absent	P. Zeliff – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

3b. Dedicate Completed PRV Work to Town of Alabama – The Town of Batavia has completed the work of installing PRV valves in the Town of Alabama water system thereby replacing the current manually controlled valves. If the previous agenda item was approved, then the SWWC has accepted ownership of the improvements and now would like to dedicate them to the Town of Alabama since it is part of their overall water system.

Fund Commitment: None.

Board Action Request: Approval of the dedication to the improvements to the Town of Alabama water system to the Town of Alabama.

R. Crossen expressed his gratitude given the help this brings to the Town of Alabama water system.

T. Hens made a motion to approve the dedication to the improvements to the Town of Alabama water system to the Town of Alabama as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Clattenburg -Absent	P. Zeliff – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

3c. Water Rate Discussion – included in the meeting materials were the current water rate and the proposed water rate for 2026 for any users at the STAMP site.

STAMP Water Works Corp.
Water rate calculation

	Approved 2/19/25		Proposed 1/1/26	
	Per 1,000		Per 1,000	
	gallons		gallons	
	MCWA		MCWA	
	Sourced		Sourced	
Purchase of water	\$	2.71	\$	2.71
Unbilled purchase of water (flushing)		0.56		0.56
Genesee County surcharge		1.20		1.20
System reserve		1.00		1.00
Operation and maintenance		0.10		0.10
Administration		0.10		0.10
PRV valve repayment		1.20		1.20
	\$	<u>6.87</u>	\$	<u>6.87</u>

Fund Commitment: None.

Board Action Request: Approval of the water rate for 2026 at STAMP.

M. Masse reported that, consistent with prior discussions, the organization would align its water rate with the municipal rate, which is set at \$6.87 for 2026. Using this figure, he developed a preliminary allocation outlining how the rate would be distributed.

Following discussion, M. Masse stated that the water rate would be reviewed annually to allow for necessary adjustments. T. Hens added that municipal rates are typically reviewed at this time each year, with any changes taking effect after April 1st. Considering this timing, P. Zelif recommended conducting the organization's annual review after April 1st to ensure the most accurate and updated information is available.

C. Yunker made a motion to approve the water rates for 2026 at STAMP as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Clattenburg -Absent	P. Zelif – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

4.0 Adjournment

As there was no further business, T. Hens made a motion to adjourn at 9:08 a.m., which was seconded by P. Battaglia and passed unanimously.