



**TOWN OF OAK RIDGE  
WATER ADVISORY COMMITTEE  
OCTOBER 8, 2025 - 1:30 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members present**

Spencer Sullivan, Chair  
Todd Hall  
Paul Magnabosco  
Jim Harton, Council liaison (Non-voting member)  
Jim Kinneman, Mayor (Non-voting member)

**Staff present**

Bill Bruce, Town Manager  
Sandra Smith, Asst. Town Mgr./Town Clerk

**Members absent**

Brian Hall, Vice Chair  
Francis Disney

**Others Present**

John Greer, Envirolink

- 1. WELCOME:** Chair Spencer Sullivan called the meeting to order at 1:32 p.m.
- 2. APPROVAL OF AGENDA:** Todd Hall moved to approve the meeting agenda, and Paul Magnabosco seconded. The motion passed unanimously (3-0).
- 3. APPROVAL OF AUGUST 13, 2025, AND SEPTEMBER 10, 2025, MEETING MINUTES:** Sullivan noted that a correction to the August minutes was required for accuracy, changing "Further discussion established that the estimated cost to a ~~developer~~ contractor to install ~~dry lines~~ individual wells was similar to developers installing individual wells a community well system and that the Town...". Chair Spencer Sullivan made a motion to approve the amended minutes for August 13, 2025, regular meeting, and the minutes for September 10, 2025, regular meeting. Paul Magnabosco seconded the motion, and it passed unanimously (3-0).
- 4. REVIEW/RECOMMEND REVISED COMMUNITY WELL / DRY LINES AMENDMENT:** Sullivan pointed out that further discussion on the amendment was pending information from developer Kevan Combs' attorney regarding the legality of requiring homeowners to connect to dry lines and abandon existing wells once the municipal water system becomes operational. He suggested agreeing by consensus to continue the discussion to the following month's meeting.
- 5. REVIEW MAP OF 15+- Acre Lots:** Sullivan commented on how many large undeveloped parcels remained in the Town and its extraterritorial jurisdiction (ETJ) and how largely developed the Town was based on a map prepared by Planning Director Sean Taylor depicting the scope of development in the Town. Discussion shifted to identifying where to extend the water main lines to leverage regulations requiring connection based on proximity to an available water source. Mayor Jim Kinneman posed questions about how to incentivize customers to connect to the water main. It was established that most of the remaining undeveloped parcels were greater than 15 and less than 100 acres and would meet the current minimum 30-lot threshold requirement for a community well system. Speculation arose around dividing parcels into smaller units to escape the requirement. Sullivan noted that decreasing the minimum threshold requirement to 15 lots would alleviate this issue.

- 6. OPEN HOUSE PLANNING DISCUSSION:** Town Manager Bill Bruce noted that staff would maintain a database of potential customers along with their demographic information. He suggested displaying maps at the information session prepared by Wooten depicting potential water line pathways and locations of existing community wells. Sullivan and Maganabosco listed ongoing issues with well contaminants, potential for water shortages, inaccessibility during power outages and limited delivery capacity from private systems as factors which could motivate residents to connect to the municipal water system. Sullivan added that discussions on costs should be included noting that Aqua would be raising their rates by 48 percent in the next two years. Kinneman posed whether the water enterprise fund could borrow money to help fund water line installations in subdivisions. Envirolink representative John Greer replied that procuring general obligation bonds which are backed by tax dollars and borrowing against the future revenue of water funds were possible fund sources. The Committee recommended identifying interest levels of session attendees with a sign-up sheet.
- 7. INCENTIVE AND PAYMENT PLAN DISCUSSION FOR WATER SERVICE SIGN-UP:** Sullivan suggested that the cost of installing the service line from the primary residence to the metered point could be covered by the water enterprise fund as an incentive for residents to sign up. He explained that the waived fees would then be reimbursed through a monthly charge added to the customer's water bill. Harton proposed adding a single standard monthly fee for a defined period to recoup the waived fees. Greer suggested that the Town provide residents with a list of qualified, licensed, and bonded plumbers from which to select for connection installation. He further recommended the Town adopt a policy outlining the required qualification criteria for connections, easement agreements, and task allocations between the Town, plumber and homeowner.
- 8. STAFF UPDATE**

  - a. Water Tower Construction:** Bruce reported that the foundation ring wall had been poured, the pipe had been stubbed vertically, and the remote fabrication of the steel was complete and awaiting delivery and installation in one week. He explained that the construction crew would follow a 10-day-on, 5-day-off schedule, with the tower expected to be fully erected by Christmas. He added that painting would begin in February 2026 and take approximately six weeks to complete, during which time the Town Hall and CrossFit parking lots could be partially closed to prevent overspray. He concluded that construction of the water tower was on schedule with a targeted completion date of April 16.
  - b. Water Main Construction:** Bruce reported that a preconstruction meeting with Park Construction would be scheduled in one month and that the project was expected to take one year to complete. He noted that discussion was taking place to either fill the tank temporarily with chlorinated water from the well or with water from the main once it is established.
  - c. Design of Town Core Loop:** Bruce noted that the contract with Wooten to design the Town Core Loop had been approved by Town Council and was being circulated for signatures. Kinneman pointed out that construction of the Town Core Loop could not begin until NC DOT had completed its current project in the area. He noted that the funds allocated for the Loop could be used in the interim to construct a connection to a subdivision such as Bellagio. He said that securing a revenue-generating subdivision connection would strengthen the Town's position in future fundraising applications.

Additional discussion ensued focused on the care and maintenance of fire hydrants. Greer explained that the care and maintenance of hydrants were the responsibility of the owners, in

this situation the Town. He suggested that the Town contract with the Oak Ridge Fire Department to assume this responsibility in exchange for use of the water.

**9. PUBLIC COMMENTS**

Frank Carroll, 1389 Forsyth Road, suggested adding existing water systems adjacent to Town limits to the development scope map to more efficiently identify opportunities to purchase water rather than construct new water lines.

**10. ADJOURN:** Paul Magnabosco made a motion to adjourn the meeting at 2:53pm and Todd Hall seconded. The motion passed unanimously (3-0).

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Spencer Sullivan  
Chair