



**TOWN OF OAK RIDGE
WATER ADVISORY COMMITTEE MEETING
APRIL 24, 2024 - 1:30 P.M.
OAK RIDGE TOWN HALL**

Minutes

Members present

Spencer Sullivan, chair
Francis Disney (Left at 2:30 p.m.)
Phil McNamara (Left at 2:30 p.m.)
Erin English
Todd Hall (alternate, sitting)

Members absent

Brian Hall

Staff present

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

Others present

Matt Hukill, Envirolink
Madelyn Mills, Envirolink
Jim Harton, Council liaison
Mike Greeson, Councilman (Left at 2:25 p.m.)

- 1) **WELCOME:** Chair Spencer Sullivan called the meeting to order at 1:30 p.m.
- 2) **APPROVAL OF MARCH 27, 2024 MEETING MINUTES:** Erin English made a motion to approve the minutes. Todd Hall seconded the motion, and it was passed unanimously (5-0).
- 3) **UPDATE ON ELEVATED TANK AND WATER MAIN:** John Grey of The Wooten Co. reported at the March meeting that the water system ID had been received from the state. Matt Hukill of Envirolink said he thought the revisions to the Water System Management Plan were now complete. Town Manager Bill Bruce said per a discussion with NCDOT, a property owner's fence and landscaping would need to be removed at one location along NC 150 where the proposed water line would go. Bruce added that Envirolink has agreed to help the Town with ideas about getting customers along the water line to connect.
- 4) **VILLAGE WOODS CONVEYANCE AGREEMENT:** The committee discussed the Village Woods development and how the Property Owners Association (POA) would like to give the system to the Town. The system currently has 16 connections, and the POA was required to begin required state regulatory testing once it had obtained 15 connections. The POA has set water rates to mirror those of the Town. The conveyance agreement is similar to the one the Town adopted for the Honeycutt Reserve. The Village Woods Conveyance Agreement will be submitted to the Town Council at its May 2 meeting, but no discussion is expected. Regarding questions submitted by Councilman Mike Stone, a workshop with Council prior to its next meeting to answer questions was discussed.

Francis Disney made a motion to recommend acceptance of the agreement after a workshop with Council is held. Erin English seconded the motion, and it was passed unanimously (5-0).
- 5) **WATER SYSTEM UPDATE AND DRAFT FY 2024-25 ENTERPRISE FUND BUDGET:** Bruce submitted the proposed expenses for the Water Enterprise Fund budget. Once revenue figures are included, the Water Enterprise Budget will be included in the Town's draft annual budget.
- 6) **DISCUSSION ITEM:** Councilman Jim Harton requested the committee consider changing the meeting date due to an ongoing conflict.

Todd Hall made a motion to change future meetings to the second Wednesday of each month (pending Council approval). Erin English seconded the motion, and it was passed unanimously (3-0).

- 7) **ADJOURN:** Spencer Sullivan made a motion to adjourn the meeting. Erin English seconded the motion, and it was passed unanimously (3-0) at 2:40 p.m.

Spencer Sullivan
Chair