

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday September 9, 2025
6:00 p.m.**

Supervisor Murphy called the meeting to order at 6:00 p.m.

Roll Call: Olson, Murphy, Green, Hollingsworth

Absent: Baker

Visitors: John Baker, Fred Ball, Pam Ball, Lisa Morris, Garon Gopigian

The Pledge of Allegiance was recited by all.

Approve agenda & additional items: Olson asks to amend the agenda to allow Steve Williams to give a presentation after the approval of Township Board meeting minutes. **Hollingsworth made the motion to approve the agenda as amended. Olson seconded. Four (4) ayes, one (1) absent.**

Public comments: Lisa Morris inquired about buying the big Barn from the Township. The Board said they would add it to Octobers agenda for discussion.

Approve minutes of regular meeting on August 12, 2025: Hollingsworth made the motion to approve the minutes of August 12, 2025, as presented. Green seconded. Four (4) ayes, one (1) absent.

Review correspondence not included below: none

Thorne Swift Manager Report: Hammond gave his report: August was a busy month, continued maintenance on the board walks, invasive plant removal, good attendance at events, Pavillion roof replacement was completed, released 230 Monarch Butterflies and Hammond is starting the process of finding employees for next season.

Action Items:

- a. **Qualifications Based Selection Overview** – Steve Williams introduced himself and gave a brief overview of what the QBS system is, how it was developed by architects to aid companies in selecting the best candidate.
- b. **Project Centennial Update** – Olson updated the Township Board on the meeting held at 5:00 p.m., Tuesday September 9. The committee has begun the process of selecting an architect. Emails were sent out to various architects in Emmet County with three responding, FAH, Jonathan Lee, and Elaine Keiser. The committee will hold interviews with the three candidates in October prior to the Township Board meeting. Hollingsworth asked if the Township Board will take part in the interviews. Murphy thanked Olson for his hard work. Note: Olson has renamed the New Hall Committee to “Project Centennial.”

- c. Tree Removal on Hall property – The Board reviewed the two (2) bids received for removal of large dead limbs and a dying tree on the Township Hall property. It was asked that a third bid be obtained with the bids to be reviewed at the next Township meeting.
- d. ECRC Report – Murphy noted the Emmet County Road Commission meeting is being held on October 6, 2025, at 5:30 p.m. Discussion followed on the condition of Middle Rd.

Reports and Updates:

- a. Clerk – Olson updated the Board on the recently installed security camera by the east door and its purpose of monitoring the drop box for voter absentee ballot safety. The cost of the camera and its installation will be reimbursed by the State. Olson informed the Board on the various training seminars that he has attended and will be attending in September. Olson said that we should be receiving the new laptops this month to replace the outdated ones that do not support the Windows 11 update.
- b. Treasurer – Hollingsworth updated the Board on outstanding PP (personal property) parcels owing, that Leased Land is current and that property taxes are due on the 15th.
- c. Planning Commission – Green informed the Board that the PC is finalizing the Master Plan and will be fine tuning the Future Land Use Map at the next meeting, Wednesday September 10.
- d. Zoning Administrator – Included in packet.
- e. Recreation/Thorne Swift Committee – John Baker reported on the progress of the Township 80 trail clean up and that four (4) signs prohibiting motorized vehicles with exceptions are in place. Baker also discussed the future sidewalk plans and that they will not be able to apply for a DNR grant as the sidewalks are not considered recreational. The Recreation Committee may apply for a grant to purchase adjacent property near the Township 80.
- f. Supervisor – none

Approve August payables & payroll – **Hollingsworth made the motion to approve the August payables & payroll as presented. Green seconded. Four (4) ayes, one (1) absent.**

Public comments – Garon Gopigian wanted to reaffirm the Townships' opposition on the construction of restrooms along the Tunnel of Trees. Lisa Morris offered to take any logs or wood chips the Township may have after tree/limb removal. Fred Ball questioned why the Township withdrew from the Harbor Springs Airport Authority. Green addressed his questions and concerns.

Board comments – none

Next Regular Meeting – October 14, 2025, at 6:00 p.m.

Adjourn – Murphy asked for a motion to adjourn the September 9, 2025, Township Board meeting. **Hollingsworth made the motion to adjourn at 6:45 p.m. Olson seconded. Four (4) ayes, one (1) absent.**

Respectfully Submitted by:

Jay Olson, Clerk
Transcribed by: Amy Peters

Proposed: September 9, 2025
Accepted: October 14, 2025