

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday October 14, 2025
6:00 p.m.**

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

Roll Call: Olson, Murphy, Green, Hollingsworth, Baker

Absent: none

Visitors: Garon Gopigian, Lisa Morris, John Fergus-Jean, Ed Taylor, Elaine Keiser

The Pledge of Allegiance was recited by all.

Approve agenda & additional items: Green made the motion to approve the agenda as amended. Hollingsworth seconded. Five (5) ayes

Public comments: none

Approve minutes of regular meeting on September 9, 2025: Hollingsworth made the motion to approve the minutes of August 12, 2025, with corrections. Green seconded. Five (5) ayes.

Review correspondence not included below: none

Thorne Swift Manager Report: Hammond summarized the report included in the Board packet: September was a good month with the number of visitors picking up. The walking trails are being pressure washed, and water sealed. The Managers' residence was also pressure washed to remove algae. The staff is continuing to work on weeding and invasive species removal.

Action Items:

- a. Emmet County Master Plan Survey Request – Emmet County asked if the Township could add a survey to the next Township mailing. Since there are no mailings, it was decided that Jay would speak with the county and inquire about sending a msg via Textmygov asking West Traverse Township residents to respond to the survey through the Emmet County website.
- b. Project Centennial Committee Update – Olson updated the Board on the selection process through QBS to select an architect for the New Township Hall. The sub-committee interviewed three architectural firms: FAH, PLLC, JLA Architect and EK, Elaine Keiser, Inc. After discussion, the sub-committee unanimously selected EK, Elaine Keiser, Inc. Elaine Keiser thanked the sub-committee and Township Board for the opportunity. Olson read the following motion: ***“Therefore, the Project Centennial sub-committee is submitting this motion to the West Traverse Township Board for approval to enter contract discussions to engage the services of EK, Elaine Keiser, Inc. in the building design and***

construction support for Project Centennial.” Hollingsworth seconded. Roll Call vote: Baker – yes, Green – yes, Murphy – yes, Hollingsworth – yes, Olson – yes. Five (5) ayes

- c. Tree Removal on Hall property – The Board is still waiting for the third bid for the tree/limb removal on the Township Hall property. It was decided to obtain another bid from a different tree service and revisit in November.
- d. Sale of Big Barn – The Township Board discussed assorted options about the future of the Big Barn located on Township property and referenced correspondences received in favor of keeping/restoring the big Barn. The options were to list it for sale and obtain three closed bids, deconstruct it, or restore it. Lisa Morris gave a Power Point presentation citing the history of the Township properties, the buildings on it and the pros/cons how to use the property and buildings. Discussion followed on what to do with the property from a Recreation standpoint once the big Barn has been removed through whatever avenue the Board chose. Hollingsworth said that a portion of the property be given to honoring the Cook family from whom the Township bought the property. A walking trail, picnic area, etc. were considered. The Board unanimously agreed to not restore the big Barn and began discussion of the timeline to sell it. Green mentioned landscaping the area after the big Barn was gone. The Board decided to have further discussion on the big Barn for the November meeting .
- e. Harbor Springs Airport Authority – Green responded to the letter from Fred Ball about the Township’s release from the Harbor Springs Airport Authority contract.

Reports and Updates:

- a. Clerk – Olson informed the Township Board that the State of Michigan passed its budget and noted a decrease in revenue sharing for Michigan Counties and Townships. West Traverse Township’s portion is estimated to decrease by 8%.
- b. Treasurer – Hollingsworth reiterated Olson’s comments on the revenue sharing, but noted the Township is still in a good position.
- c. Planning Commission – Green informed the Board that the Master Plan will be coming before the Township Board in November for approval to distribute for the 63-day review.
- d. Zoning Administrator – Included in packet.
- e. Recreation/Thorne Swift Committee – No report. Baker mentioned that John Baker is looking to step down as Chair.
- f. Supervisor – Murphy discussed the Emmet County Road Commission meeting that he and Olson attended. They expressed the condition of Middle Rd and ask that it be monitored. Murphy also mentioned a Michigan House Bill to allow chickens in residential areas without a special use permit.

Approve September payables & payroll – Hollingsworth pointed out the highlighted item saying it was an IRS payment. **Hollingsworth made the motion to approve the August payables & payroll as presented. Green seconded. Five (5) ayes.**

Public comments – Lisa Morris questioned if the change in State Revenue would affect the construction of the new Township Hall. Olson and Hollingsworth both said it would not. Morris also mentioned that M-119 would be chipped sealed, with Olson saying it will be the entirety of M-119.

Board comments – Hollingsworth welcomed Elaine Keiser and said she, along with the other Township Board members, are eager to begin working with her.

Next Regular Meeting – November 11, 2025, at 6:00 p.m.

Adjourn – Murphy asked for a motion to adjourn the October 14, 2025, Township Board meeting. **Hollingsworth made the motion to adjourn at 6:54 p.m. Olson seconded. Five (5) ayes.**

Respectfully Submitted by:

Jay Olson, Clerk
Transcribed by: Amy Peters