WEST TRAVERSE TOWNSHIP
Project Centennial Committee Meeting minutes
December 9, 2025

Olson called December 9, 2025, meeting to order at 5:00 p.m.

Roll Call – Olson, Hollingsworth, Green

Absent:

Visitors: Lisa Morris, Garon Gopigian

Pledge of Allegiance was recited by all.

Public comments – Gopigian reminded Olson about the exit signs, had questions about the timeline of the new building construction, and wondered if Textmygov would be used to alert residents of upcoming meetings.

Approve September 9, 2025, and November 11, 2025, minutes – **Olson made the motion to approve the September 9, 2025, minutes as presented. Green seconded. All ayes.** Hollingsworth abstained. **Hollingsworth moved to approve November 11, 2025, meeting minutes as presented. Green seconded. All ayes.**

Project actions:

a. Design Phase meeting updates – Olson explained the Bubble diagrams that were presented at the Design Phase meeting and how they bring together the floor plan along with space requirements.

b. Financial Updates – Green updated the Board on the selection of Bond Counsel and Municipal Manager for the project that the Finance Committee selected at their December 3, 2025, meeting and discussed the need to determine the amount the Township would need to borrow. Hollingsworth and Green discussed the need for a separate account for the project to keep the money separate from other accounts.

c. Review Project Centennial Timeline – The Board will need to set the budget so that the groundbreaking can begin mid-late summer. The floor plan is in process of being fine-tuned, Keiser is confident that things will fall into place. Hollingsworth expressed her confidence with EK, Architect, LLC, commenting on her professionalism. Olson noted that Benchmark was surveying the build site on Monday.

d. Continuing review of current Hall purpose and identifying resources – The goal is to repurpose the old Hall. The 49740 Committee is working on a presentation regarding the old Township Hall.

Public Comments – Morris thanked the Board for all the updates. Gopigian wanted the Board to know that the Tunnel of Trees Committee may approach the Township regarding a public restroom in/or near the Township Hall.

Next Regular meeting – January 13, 2026, at 5:00 p.m.

Adjourn - Olson adjourned the meeting at 5:40 p.m.

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Respectively submitted by: Jay Olson

Transcribed by:

Amy Peters

Proposed: December 9, 2025
Approved: February 10, 2026