WEST TRAVERSE TOWNSHIP

Project Centennial Design Phase 9 minutes

February 13, 2026

Olson called February 6, 2026, Special Design Phase Meeting 9 to order at 1:30 p.m. at the West Traverse Township Hall.

Roll Call – Olson J., Keiser, Stone, Peters, Olson S., Hollingsworth, Murphy

Participants:

Visitors: Garon Gopigian, Lisa Morris, Paul and Annie Mooradian

Pledge of Allegiance was recited by all.

Approve February 6, 2026, Design Phase Eight Meeting Minutes –Motion made by Murphy to approve the minutes as presented. Hollingsworth seconded. All ayes.

Public comments: Lisa Morris asked the committee if there was any progress on moving the Township Hall away from the west property line to mitigate the 24/7 noise from a/c units, alarms, daily business noise, or flipping the building to the east side and strongly suggested moving the new Hall to the other Cook property thereby allowing the large parking lot to remain available for overflow parking, recreation, etc. Paul Mooradian expressed his concerns and frustrations about the project, detailed elements in the contract that is of concern, who is advocating the cost of the new building for the Township residents along with questions about the budget, why $600 a square foot, why there aren't any construction experts on the committee or any being consulted during the design phase, why the committee is relying on the vendor, cost effectiveness, are expectations being addressed, no control mechanisms in place, emotion and passion needs to be left out of decision making, driveway concerns, ingress/egress, traffic/parking issues, that the project needs to be pared back, and is concerned that it is getting out of control, etc. Olson addressed Mooradian's concerns about the contract, that the contract is in the best interest of the Township, that it was read thoroughly, and that the committee is confident in Keiser's abilities noting Keiser was hired on a qualifications-based selection process. Keiser took time to address Mooradian's concerns as well as defending her position, her commitment to the project and how the committee is doing the right thing and is watchful of all that is going on. Annie Mooradian asked about the contract fee and the cost of the building.

Project Centennial Design Planning Meeting Nine:

Olson turned the meeting over to Elaine Keiser at 1:51 p.m. with her West Traverse Township Design Development Meeting Agenda noting the goal is to review the design development drawings of the building.

Items to Review

- Site Plan – no new developments

- Floor Plans – any new design updates

  - Meeting Hall Layouts, typical and election: The committee discussed the layout of the hall for monthly board meetings and elections. The committee discussed where monitors could be placed on the walls, power outlets in the floor and walls, scissor truss,' podium placement. Hollingsworth and Keiser prefer side podiums they feel it is better for presentations/speakers. Olson, S., discussed a couple layout options for elections pointing out entry circulation, blocking off the AVCB room for privacy and the positions of the voting booths along with the ADA accessible voting machine. Paul Mooradian asked about size of elections, how people line up and the busy times for elections.

- Review Exterior material (roofing, siding, trim, windows) – Keiser provided samples of siding options along with the prices, pros/cons, and warranties of each for the committee to consider for the exterior of the building. Garon Gopigian asked if the new building would mirror the current Township Hall, the siding width, color, cost of repairing sections, etc. Paul Mooradian mentioned that James Hardie siding is a good option and noted that if the committee did choose cedar to avoid eastern cedar as western is better. Annie Mooradian asked if different types of siding would be used in different areas, the square footage of the siding, and cost. Paul Mooradian offered to have the committee visit his house to see the James Hardie siding on their home for a visual of how it might look on the new hall.

  - Secretary Area: Keiser noted that the secretary area had been updated to reflect the change in secretary position; facing forward rather than off to the side and that slots had been added on one side for Board member packets, mail, paperwork, etc. Hollingsworth and Keiser discussed size of the wall behind the secretary's area for future artwork.

  - Work Station: the committee discussed the workstation area where the printer and a worktable would be situated.

Review Meeting Hall Audio/Visual requirements: Olson, J., has already had meetings with various AV companies for quotes and design options.

Conclusion

- Outline goals for next meeting – interior color options

- Set date for next meeting – see below

- Client Homework – consider color schemes for offices, waiting area, lobby, hallways

- Client Questions – none

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- Review and document any selections - none

Public/Board Comments – Paul Mooradian wanted Olson, J., to know that he was not questioning his integrity or Keiser's, he was just questioning the expectations between the community and the services, trying to get caught up to speed, where those mechanisms are and to advocate for fiduciary responsibilities. Mooradian still has questions and concerns. He asked for clarification on what phase the process is in. Keiser replied that we are in design development. Lisa Morris stated she had another incentive for Kristi and Amy to move the building further away from her property line, the fact that she will always have dogs and they will bark. Another question she had was for Jay, the funding of the Town hall. Through the efforts of Dave Green based on money the Township has saved and with no new taxes, what else would this money have been used for. Hollingsworth replied that it would continue to be saved as it has been over the last twenty years though investments. Morris addressed Mooradian regarding his concerns over the money situation with him replying that his concerns are how easily it can get out of control. Mooradian asked Hollingsworth about the cash, acknowledging how it is earmarked for different funds and just needed clarification on what amount of money is liquid or available.

Next meeting – February 27, 2026, 1:30 p.m. at the West Traverse Township Hall

Adjourn - Olson, J., asked for a motion to adjourn the meeting. Murphy made the motion to adjourn at 3:15 p.m. Hollingsworth seconded.

Respectively submitted by: Jay Olson

Transcribed by:

Amy Peters

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