HELENA TOWNSHIP BOARD OF TRUSTEES

REGULAR MONTHLY MEETING MINUTES

DRAFT

Thursday, November 12, 2026 • 7:00 PM

Helena Township Community Center • 8751 Helena Road, Alden, MI 49612

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1. Call to Order: Supervisor C.C. Peeples called the meeting to order at approximately 7:00 PM. The Supervisor recognized a moment of silence for Veterans for the recent Veteran's Day.

2. Pledge of Allegiance: All present participated.

3. Roll Call: Present: Supervisor C.C. Peeples, Clerk O. Leffew, Treasurer C. Rice, Trustee J. Schilling. Absent: Trustee B. Bartz. **Additional Present:** Deputy Clerk S. Savage, Zoning Administrator J. Petersen, Assessor R. Logee.

4. Approval of Agenda: Motion made by Schilling and seconded by Clerk Leffew to approve the November agenda. All in favor. Motion carried.

5. Conflicts of Interest: None declared.

6. Public Comment: Supervisor Peeples thanked election inspectors and Clerk Leffew for their service during the November election. The Supervisor discussed the tabulator power issue and comments posted on social media. Supervisor Peeples also encouraged recruitment for election workers.

7. Approval of Minutes: Motion made Rice and seconded by Clerk Leffew to approve the October 8, 2026, regular meeting minutes. All in favor; motion carried.

8. Treasurer Report: October 2026 report: Beginning balance: $1,138,774.98; receipts: $158,595.31; total disbursements $56,634.61; October 31, 2026 bank balance: $1,240,735.68. Motion made by Supervisor Peeples and seconded by Trustee Schilling to accept the October 2026 Treasurer's Report. All in favor. Motion carried.

9. Presentation of Bills: Bills were presented for the month of October: $50,590.88

10. Fire Chief / Sheriff / County Commissioner / TAA Reports:

a. South Torch Lake Fire District – Fire Chief Jesse Lane reported 17 October calls, including 9 medical calls, 2 structure fires, 1 down line, and 4 fire alarm related calls. Year-to-date calls were 246 versus 230 last year. 3 personnel in fire academy and October maintenance schedules and training events shared.

b. Antrim County Sheriff's Office – Sheriff Kevin Hoch: October 2026 had 67 calls for service, 18 calls less than October 2025. Law enforcement activity and election-day security were discussed. Sheriff introduced 3 new deputy's and announced the grant approval for a deputy/mental health officer.

c. Antrim County Commissioner – T. Vanelstine: Parking lot at the courthouse is getting new asphalt and work on the sidewalks have started. Final coat of asphalt is due in Spring 2027. Bids

for Public Safety center have been sent, to be awarded in December. Work to start mid-late March.

d. Township Ambulance Authority: M. Robinson- Updating policies and procedures. Seeking quote to replace an ambulance.

11. Speaker: None

12. Communications:

a. Grass River Project: Information was shared about improvements at Grass River Natural Area, including accessible boardwalk and viewing facilities for Eagle's Nest. Awarded Spark Grant.

13. Committee Reports:

a. Zoning — J. Petersen: Petersen reported attending a data center seminar and discussed the need for coordinated local regulation. A multi-township Ad Hoc Working Group was discussed, including sharing estimated professional expenses of $1,000 among participating townships. Motion made by Clerk Leffew and seconded by Supervisor Peeples to support the Ad Hoc Working Group and share the estimated costs among participating townships. All in favor. Motion carried. Trustee Bartz absent.

b. Planning Commission-D. Hunstad-Absent: Gurr discussed member terms, revisiting the bylaws rewrite and announced a public hearing scheduled for the January's regular meeting regarding 5.02.02. Gurr also requested counsel on Data Centers. R. Wanstreet presented a revised draft of the bylaws, Clerk Leffew suggested legal counsel review prior to the board adopting them. Will revisit next month.

14. Old Business:

a. BS&A Cloud Implementation: The Clerk reported a successful migration with payroll, Accounts Payable, and the General Ledger. Treasurer Rice and Clerk Leffew will be taking Tax training next month followed by Deputy Savage and Clerk Leffew taking Reporting training in January to continue the transition. Depositing process will be once a week, securing funds at the township vice an official's residence.

b. Maner Internal Controls: Maner Costerisan continued organizing historical accounting records to establish opening balances and identify gaps, while the Township proceeded with BS&A Cloud. F65 and forensic auditing is in the works.

c. Community Center Bathroom Remodel: Bathroom improvements were underway; additional work was planned following election-related use of the facility.

d. Historical Society Window Project: The replacement windows delivered were reported approximately six inches too short; correction was being pursued. Upper windows have been installed with work continuing into December.

e. Downtown Curb & Gutter: Additional engineering and survey information coming soon.

f. Helena Ball Park: Shoreline rock placement and grading/seeding were reported completed.

g. Tennis Park Fencing: The Board received an update on fencing from the vendor; the project is ongoing.

h. Township Insurance Renewal: The Board discussed updating insured-property inventories, correcting policy listings, and reviewing cybersecurity coverage. Motion made by Supervisor

Peeples and seconded by Clerk Leffew to include annual cybersecurity coverage and authorize payment of the premium. All in favor. Motion carried. Trustee Bartz absent.

15. New Business:

a. Nuisance Ordinance: The Board reviewed proposed nuisance-abatement language and revisions, including enforcement provisions and section references. Motion made by Clerk Leffew and seconded by Treasurer Rice to adopt the Helena Township Nuisance Abatement Police Power Ordinance, Ordinance No. 2026-11.A. All in favor. Motion carried. Trustee Bartz absent.

b. Data Center Moratorium: The Board considered a temporary moratorium on data center development and discussed a nine-month duration. Motion made by Supervisor Peeples and seconded by Trustee Schilling to adopt the Helena Township Temporary Data Center Moratorium Police Power Ordinance, Ordinance No. 2026-11.B. All in favor. Motion carried. Trustee Bartz absent.

c. Election Update: The Clerk reported 710 voters, including 251 early voters and 459 Election Day/absentee voters combined. Election operations and the tabulator power issue were discussed. Appreciation and recognition to Karen S. for her work as Election Chair, along with recognition to long term election inspectors Earl & Darlene Paige for their dedication to Helena Township Elections. Retired Judge M. Haley donated a framed picture of the Paige's to be hung in the Township, honoring their service.

d. Willow Tree Removal: The Board discussed removal of a willow tree in connection with the proposed pedestrian bridge and sidewalk. Transplanting cutting is welcomed and encouraged.

16. Announcements: Announcements included a South Torch Lake Fire District blood drive on 11/23/2026, Santa's Coming to Town event scheduled for the Saturday after Thanksgiving - 11/28/2026, benefits go to the Rapid City Food Bank. Small Business Friday scheduled for downtown Alden during Santa's visit. Township took possession of the marquee signs, they will become available shortly, after some repairs.

17. Public Comment on Above Items: Remote participant Lietz addressed streetlight concerns on Green Street near Crystal Springs Road. Lietz reported a neighbor had a light pole installed in years prior, which has recently become an active complaint from neighbors. Zoning Administrator Petersen contacted the light/property owner to remedy.

18. Motion to Pay Bills: Motion made by Trustee Schilling and seconded by Clerk Leffew to pay the bills; motion carried, all in favor, motion passed. Bartz absent.

19. Adjournment: Meeting adjourned at approximately 8:30 PM.

Respectfully recorded & submitted,

/s/ Oryana Leffew

Oryana Leffew, Helena Township Clerk

Subject to approval by the Helena Township Board of Trustees