



Riley Township

Township Office Hours:

Monday 9am – 5pm

Tuesday, Wednesday & Thursday 9am – 3pm

Friday & Holiday's – Closed



13042 Belle River Rd
Riley, MI 48041



Office: (810) 392-2326
Fax: (810) 392-2918



Info@Rileytownship.com



Rileytownship.com

Township Officials

Supervisor

Alvin Titus

Supervisor@Rileytownship.com

Clerk

Dawn Behem

Clerk@Rileytownship.com

Treasurer

Michael Rushing

Treasurer@Rileytownship.com

Trustee

Duane Hagle

Trustee2@Rileytownship.com

Trustee

Mark Baranowski

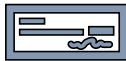
Trustee1@Rileytownship.com

Regular Monthly Meetings

held at Riley Township Hall
located at
13016 Belle River Rd

WINTER TAXES DUE FEBRUARY 14TH, 2024

MORE CHOICES AVAILABLE! TAX PAYMENTS CAN BE MADE:

- AT CHOICEONE BANK (MEMPHIS BRANCH ONLY)
- IN PERSON AT RILEY TOWNSHIP OFFICE AT 13042 BELLE RIVER ROAD DURING REGULAR BUSINESS HOURS
- MAILED TO: **RILEY TOWNSHIP TREASURER, PO BOX 563, MEMPHIS, MI 48041**
PLEASE MAKE CHECKS PAYABLE TO: **RILEY TOWNSHIP** 
- BY **CREDIT/DEBIT CARD** (PLUS MINIMUM \$2 OR 3% FEE) OR
- BY **ELECTRONIC CHECK** (PLUS \$3 FEE)

FOR DUPLICATE PROPERTY TAX BILL COPIES AND TO **PAY TAXES ONLINE** GO TO
WWW.BSAONLINE.COM 

Assessor's Desk - Steven Coucke

Phone: (810) 656-1886

Email: Assessor@Rileytownship.com

Office hours: Monday 1 – 4 pm & Wednesday 9am – Noon

Notify the Assessor to:

- File Property Transfer Affidavits within 45 days of transfer
 - Change of Address
 - Change of Homestead
 - Parcel Lot Splits & Combinations
 - To File Principal Residence, Agricultural or Veteran *Exemption* by June 1st or November 1st
- Open **Assessment Notices** and **Tax Bills** **IMMEDIATELY** and review for accuracy. Errors, corrections or mutual mistakes of fact can only be corrected at Township Board of Review meetings held in **July** and **December** as required by State law. Note: Assessor may make visits to parcels at any time.

 www.rileytownship.com/tax-assessing/

- ✦ **RILEY TOWNSHIP BOARD** – 2ND TUESDAY EACH MONTH
- ✦ **PLANNING COMMISSION** – 3RD MONDAY EACH MONTH (EXCEPT DECEMBER)
- ✦ **PARKS & RECREATION** – 4TH MONDAY EACH MONTH (APRIL-OCTOBER)
- ✦ **ZONING BOARD OF APPEALS** – 2ND THURSDAY EACH MONTH (AS NEEDED)

ALL MEETINGS ARE OPEN TO THE PUBLIC

PUBLIC RECORDS are available at online at www.rileytownship.com/public-records/

PUBLIC NOTICES are available at online at www.rileytownship.com/notices/

Hey! Go checkout
Rileytownship.com
 and see what's new!



Riley Township

Elections www.rileytownship.com/elections

2024 ELECTION DATES:

Presidential Primary Election Day – February 27, 2024

Primary Election Day – August 6, 2024

General Election Day – November 5, 2024

Early Voting Site & Election Day Polling located at 13016 Belle River Road
Election Day Polls open 7am – 8pm

REGISTER TO VOTE: Online at <https://mVIC.sos.state.mi.us/Home/RegisterToVote>

Or In-Person at Riley Township Clerk's Office at 13042 Belle River Road.

IMPORTANT: All requests to be placed on the **PERMANENT BALLOT LIST** must be **made in writing.**

NOTE: Voters currently on the **Permanent Absent Voter List** must make a separate request to be placed on the **PERMANENT BALLOT LIST** in order to receive a ballot in all future elections. Ballots cannot be automatically forwarded to different mailing address unless notified in writing prior to EACH election forthcoming. **Absent Voter Applications** will not be sent after the 2024 elections.

Visit the **Michigan Voter Information Center** website at www.michigan.gov/vote.

Riley Township is a ZONED Community

Building, Electrical, Plumbing, Mechanical, Zoning, Pond, Swimming Pool & Demolition Permits ARE REQUIRED

Contact the **Building Department** by email at: Buildingdept@Rileytownship.com

Building Official

Doug Wendland (810) 543-1644

Electrical Inspector

Patrick Kostanecki (810) 300-7092

Plumbing/Mechanical Inspector

Tim Kelly (810) 392-2326

Zoning Administrator

Jim Golembiewski (810) 531-1286

Ordinance Enforcement Officer

Kyle Kallek (810) 392-2304

www.rileytownship.com/building-permits/

RILEY TOWNSHIP

NEIGHBORS HELPING NEIGHBORS

FOOD PANTRY IS AVAILABLE TO AREA RESIDENTS WHO ARE IN NEED. PLEASE CONTACT THE TOWNSHIP OFFICE FOR ASSISTANCE.

DONATIONS OF FOOD AND SUNDRIES WILL BE ACCEPTED BY

PUBLIC NOTICE – ESTABLISHMENT OF EARLY VOTING SITE

Early Voting Site for Riley Township's qualified electors will be held at Riley Township Hall located at 13016 Belle River Road, Riley, Michigan for all Statewide and Federal Elections.

All qualified electors have the right to mark a ballot and deposit that ballot in a tabulator during the *Early Voting Period* beginning on the second Saturday before an election and ending on the Sunday before Election Day. Early Voting will be open on each day during the *Early Voting Period* between the hours of 8:00 a.m. thru 4:00 p.m.

PUBLIC NOTICE – ANNUAL MEETING

The Annual Meeting of Electors will be held on March 26th, 2024 at 7pm at Riley Township Hall located at 13016 Belle River Road, Riley, MI

PUBLIC NOTICE – ANNUAL BUDGET HEARING

The Annual Budget Hearing will be held on March 26th, 2024 at 7pm at Riley Township Hall located at 13016 Belle River Road, Riley, MI

Trash Pickup Day is every Thursday

For **Holiday** Trash Pickup Schedule Visit Jeff's Rubbish Website at: www.jeffsrubbish.net/schedule.html

PARK & RECREATION

Enjoy Playground, Soccer Field, Pavilion & Picnic areas!

Be a part of the Fun! Come and join the **Park & Recreation's Monthly Meetings** held on the Fourth Monday of each month at 7pm at Riley Township Hall. Public is **WELCOME** to attend for input and planning of recreational activities!

www.rileytownship.com/parks-recreation/

NOTARY SERVICE is available at Riley Township Office during regular Business hours