

## Waterloo Township Park

Munith Community Park is getting much needed upgrades to the pavilion & playground. Check it out! We also have a Free Library there as well as at the Township Offices.

**Have a book, leave a book.  
Need a book, take a book.**



## Helpful Websites

Consumers Energy report issues

[www.consumersenergy.com/company/report-an-issue](http://www.consumersenergy.com/company/report-an-issue)

Community Action Agency  
caajlh.org

**Various applications and documents can be found and completed on our website.**

Documents requiring signatures must still be completed and returned to our office.

## Hall Rental

Our Township Hall is available for rental to residents, but conditions and prices have changed. Contact the office for information or to rent today.

## Classes in the Township Hall

### **55+ Fitness Classes**

Monday, Wednesday, Friday  
9:30 AM – 10:30 AM

### **Yoga Classes**

Thursdays  
6 PM – 7 PM

### **Strength & Conditioning Classes**

This class will restart in the fall.  
Follow our Facebook page for updates.

*\*Prices vary per class\**

## From the Treasurer's Desk

### **2024 Property Tax Dates**

*Summer Tax bills are mailed July 1, 2024  
and due September 16, 2024.*

*Winter Tax bills are mailed December 1, 2024  
and due February 14, 2025.*

*2024 Taxes can be paid in our office, until February  
28, 2025. Penalties and interest will apply.*

When making tax payments by mail or leaving in the after-hours drop box, please verify the following:

- Check is dated properly.
- Amount written out is legible & correct (If bank reader rejects, we will be unable to accept your payment, which will delay payment and could result in interest fees).
- Phone number is written in memo field.
- Payment stubs are included.

Receipts can be provided via mail if you include a self-addressed stamped envelope. If you provide an email address, we will email your receipt.

*\* Postmarks are no longer accepted as payment dates \**

You can pay your taxes online. Contact us for instructions or find the information on our website.

If your tax payments are no longer made through an escrow account, it is your responsibility to let us know to mail the bill to you.

State of Michigan Property Tax Estimator  
[www.michigan.gov/taxes/property/estimator](http://www.michigan.gov/taxes/property/estimator)

[We are on Facebook!](#) 

**Waterloo Township Michigan**

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**"LISTENING TO RESIDENTS ~  
FOCUSING ON SOLUTIONS"**

**9773 Mt. Hope Road  
Munith, MI 49259**

**Office Hours:**  
**Monday, Tuesday, Thursday**  
**9:00 am – 1:00 pm**  
**Wednesday**  
**1:00 pm-5:00 pm**

Office	517-596-8200
Clerk's Office	517-596-8400
Treasurer's Office	517-596-8300
Fax	517-596-8600

**[www.waterlootwpmi.gov](http://www.waterlootwpmi.gov)**

2024-2025 Resident's Guide

## From the Clerk's Desk

### 2024 is a State & Federal Election year.

- The 2024 Primary Election will be held on August 6<sup>th</sup> at the Waterloo Township Hall. This ballot will be a 'partisan' ballot, meaning all of the candidates you vote for must be in the same political party.
- The 2024 General Election will be held on November 5<sup>th</sup> at the Waterloo Township Hall. This ballot will not be partisan, meaning you can vote for candidates from different parties for different offices.

**Mailing absentee ballots** - Some mailed absentee ballots took more than a week to arrive for the past May 2024 election. **Please plan accordingly.** These ballots can be dropped off at the township office during normal business hours, or after hours in the drop box adjacent to the main visitor entrance door thru 8 pm on election day.

**Early in-person voting** – by law, at least 9 days of early in person voting will be available for all Michigan voters for state/federal elections. Waterloo Township is participating in a County Agreement with Jackson County, so early voting for Waterloo residents will be available at locations determined by the county. Please watch our website for these locations for this year's elections.

### Observed Holidays

July 4<sup>th</sup> Holiday  
Labor Day  
Columbus Day  
Veteran's Day  
Thanksgiving Holiday  
Christmas Holiday  
New Year's Holidays  
Martin Luther King's Birthday  
President's Day  
Memorial Day  
Juneteenth

*\*Please check our website for office closures\**

### Trash Collection for Residents

The Township is planning to have a trash collection day & tire recycling on September 21, 2024 from 11 am-2 pm. Check our website, Facebook or contact the office for more information. Please be prepared to show proof of residency.

## Waterloo Township Information

### News from S.A.E.S.A.

The new fire barn in Waterloo Township is up and operating! We've ordered a new Jeep Gladiator for brush fires and rescue. This vehicle will allow us to get into area trails, when needed.

We're looking for paid, on-call firefighters. No experience necessary. Will train. Contact John at 517-851-7943 or jbeck@saesa.org.

### Burn Permits

Burn Permits can be completed at Waterloo Township office. There is no fee and they can be obtained the following ways:

- Call or visit the Township Office Monday–Thursday during business hours 517-596-8200.
- On our website
- Call SAESA at 517-851-7241
- ❖ The burn permit must be dropped off or called in to the office 1 day prior to burning for office personnel to approve.
- ❖ Burning can take place Monday – Sunday from dawn to dusk unless otherwise notified.
- ❖ ONLY yard debris can be burned.
- ❖ NO burning of construction material.

## Emergency / Police Service Call 911

### Monthly Meetings

#### Township Board

7:00 pm Fourth Tuesday of each Month

#### Planning Commission

7:00 pm Third Tuesday of each Month

#### Zoning Board of Appeals

January and July  
7:00 pm Third Thursday of the Month

#### Parks & Recreation

9:30 am Second Tuesday of each Month

*\*Meeting dates/times are subject to change.*

*Check our website for updates. \**

## Township Board

### **Supervisor** - Doug Lance

Office 517-596-8200

Cell 517-917-4575

Email: supervisor@waterlootwpmi.gov

### **Clerk** – Bill Richardson

Office 517-596-8400

Email: clerk@waterlootwpmi.gov

### **Deputy Clerk**

Email: deputyclerk@waterlootwpmi.gov

### **Treasurer** - Wendy Walz

Office 517-596-8300

Email: wwalz@waterlootwpmi.gov

### **Deputy Treasurer** - Sarah Walz

Email: deputytreasurer@waterlootwpmi.gov

### **Trustee** – John Beck

Email: jbeck\_1968@yahoo.com

### **Trustee** - Joshua McAlister

Email: jmcalister@waterlootwpmi.gov

## Building Department

### **Building Inspector/Code Official**

Rohn Tripp

Phone: 517-206-7043

### **Electrical Inspector**

Matt Wood

Phone: 517-745-4645

### **Plumbing/Mechanical Inspector**

Tim Basore

Phone: 517-623-6257

### **Zoning Administrator**

Rohn Tripp

Office: 517-596-8200

Email: rtripp@waterlootwpmi.gov

Office Hours: Monday 9:00am-12:00pm (subject to change please call to confirm)

### **Zoning Enforcement**

For immediate Zoning Enforcement assistance, call the Township Office

### **Administrative Assistant/Building Clerk**

Missy Hess

Office: 517-596-8200

Email: buildingdept@waterlootwpmi.gov

### **Assessor**

Heidi Roenicke

Office: 517-596-8200

Email: assessor@waterlootwpmi.gov

Office Hours: Monday 9:00am-12:00pm (subject to change please call to confirm)