

# Bath Charter Township June 2021 Newsletter

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## Brenda Butler-Challender Appointed Clerk

During the April 19 Board of Trustees meeting, **Brenda Butler-Challender** was appointed as the Clerk of Bath Charter Township by a unanimous vote. Brenda has served as the Deputy Clerk for over 11 years. Throughout that time, her work ethic has been exceptional, always searching for new, effective, and efficient ways to better serve our community. When our late Clerk Kathleen McQueen fell ill, Brenda stepped up to fulfill the duties of Clerk in her absence, in addition to her own duties as Deputy Clerk. We are all very proud and excited for her to serve in her new role as Clerk!

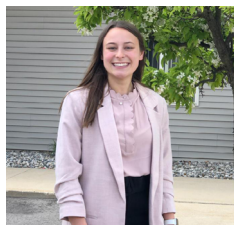


Brenda selected **April Dunham** as her Deputy Clerk. April has been a firefighter for Bath Township Fire Department since 2018 and has been working in the Township Offices as the Front Office Assistant since the new year. April has proven to be a great asset to the Bath Township team. We have no doubt that she will continue to succeed in her new role as Deputy Clerk!



## New Employees at the Township

On May 3, **Brittany Matsumoto** began as Bath Township's new Senior Center Programs & Services Coordinator. Early in 2020, Brittany graduated from Olivet College with a Bachelor of Arts in Sociology and a minor in Gerontology. She is now continuing her studies in Social Work at Michigan State University. Brittany is also a graduate of Bath High School.



**Samantha Evans** was recently hired as the new Front Office Assistant at Bath Charter Township. Samantha's prior experience with our Township during the Spring and Summer 2020, her skills, personality and ability to fit in with our team made her an excellent match for this position. In Fall 2020, Samantha graduated from Michigan Technological University. She is also a graduate of Bath High School.



## CONTACT US

### Township Offices

(517) 641-6728

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[www.bathtownship.us](http://www.bathtownship.us)

### Township Contacts

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## Notary Services

Bath Charter Township has several members on staff who are notaries.

A notary public is an officer commissioned by the Michigan Secretary of State to serve as an unbiased and impartial witness. The most common function of the notary is to prevent fraud by attesting to the identity of a person signing a document. Notarization on a document certifies that the person whose signature is entered on the document personally appeared before the notary, established his or her identity, and personally signed the document in the presence of the notary.

To have your documents notarized:

- Valid photo identification is required.
- The document to be notarized **must be** signed in front of the Notary.
- We offer this service free of charge.

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## COVID-19 Vaccines

Residents who don't have access to the internet or who need assistance navigating the vaccine scheduling process can call the COVID-19 Hotline at 888-535-6136 (press 1), Monday through Friday from 8 a.m. to 5 p.m., Saturday and Sunday, 8 a.m. to 1 p.m. or can call 2-1-1. Additional information on the COVID-19 vaccination process can be found on our website at [www.bathtownship.us/covid-19/](http://www.bathtownship.us/covid-19/)

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## Township Updates

- The Township will continue to conduct all Board and Committee meetings via Zoom at least through the end of June. Information on how to participate in virtual meetings can be found on our [website](#).
- Burn permits **MUST** be called into the burn permit phone line **no later than** 4 p.m. the day you wish to activate it. Permits that need to be activated for the weekend **MUST** be called in by 4 p.m. on Friday.
- Our Department of Public Works is looking to hire summer help for general grounds maintenance, including weed-whacking. To apply, visit our employment page at [www.bathtownship.us/departments/employment](http://www.bathtownship.us/departments/employment) or stop into the Township Offices to fill out an application.