



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.01.08.01**

IN RE: Resignation of Administration Department Staff – Brianna McCaleb

WHEREAS, Full-time Administrative Assistant/Social Media and Marketing Coordinator, Brianna McCaleb has indicated her desire to resign from the Sugar Creek Township Administration Department; and,

WHEREAS, Miss McCaleb was hired as a member of the Sugar Creek Township Administration Department on April 10, 2023; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Brianna McCaleb.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accept the resignation of Brianna McCaleb effective January 8, 2024.

A handwritten signature in blue ink that reads "Marvin Moeller".

Marvin Moeller, Chairperson

A handwritten signature in blue ink that reads "Fred Cramer".

Fred Cramer, Vice Chairperson

- Absent -

Carolyn L. Destefani, Trustee

A handwritten signature in blue ink that reads "Richard J. Demko".

Richard J. Demko, Fiscal Officer