



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.07.21.01**

IN RE: Resignation of Fire Department Staff – Stephen Lawrence, Kaitlyn Holbrook, Justin Althouse

WHEREAS, Part-time Firefighter II/PAR, Stephen Lawrence, has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Stephen Lawrence was hired as a member of the Sugarcreek Township Fire Department on February 8, 2024; and,

WHEREAS, Full-time Firefighter II/PAR, Kaitlyn Holbrook, has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

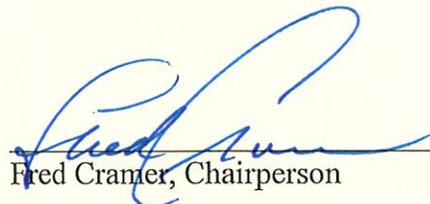
WHEREAS, Ms. Holbrook was hired as a member of the Sugarcreek Township Fire Department on February 8, 2024; and,

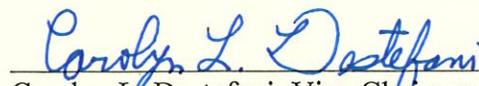
WHEREAS, Part-time EMS, Justin Althouse, has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Althouse was hired as a member of the Sugarcreek Township Fire Department on August 2, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignations of Mr. Lawrence and Ms. Holbrook.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Stephen Lawrence with an effective date of July 15, 2025; Kaitlyn Holbrook effective August 1, 2025; and Justin Althouse effective August 1, 2025.


Fred Cramer, Chairperson


Carolyn L. Destefani, Vice Chairperson

Marvin Moeller

Marvin Moeller, Trustee

Richard J. Demko

Richard J. Demko, Fiscal Officer