



**Manheim Township UCC Board of Appeals 2023  
Organizational Meeting Minutes  
January 19, 2023 - 7:00 PM**

**Members Present:**

**Charlie Yohe  
Barbara Bieganski**

**Jim Mehaffey  
Keith Good**

**Jeff Bohlen**

**Others Present:**

**Mary Jo Huyard, Board of Commissioners  
Tim Stoltzfus, Deputy Building Code Official**

**2023 Annual Organizational Meeting:**

- Meeting was opened at 7:00 PM
- Roll call
- No *Applications for Appeal* requesting hearing were received in 2022.
- Reviewed Board of Appeals responsibilities with Mary Jo Huyard, liaison to the Board.
- Elected Charlie Yohe as chairperson. Motion made by Jim Mehaffey and seconded by Keith Good. Motion passed unanimously.
- Elected Jeff Bohlen as vice chairperson. Motion made by Jim Mehaffey and seconded by Keith Good. Motion passed unanimously.
- Updated the 2023 Board of Appeals (BOA) Directory
- Reviewed 2023 UCC BOA meeting and hearing dates:

**All meetings and hearings will be held at the Municipal Office Building bimonthly on the third Thursday at 7 p.m. in accordance with the official advertisement in the Lancaster Newspaper. Single family home and townhouse appeals must be heard within 30 days of receipt of appeal.**

1840 MUNICIPAL DRIVE • LANCASTER, PA 17601-4105



**2023 Meeting and Hearing schedule:**

- |                            |                |
|----------------------------|----------------|
| ➤ January 19, Org. Meeting | ➤ July 20      |
| ➤ March 16                 | ➤ September 21 |
| ➤ May 23                   | ➤ November 16  |

- Reviewed meeting minutes from 2022 organizational meeting.
- There was no additional business.
- Motion to adjourn by Keith Good, Seconded by Charlie Yohe.
- Meeting adjourned at 7:20 PM

Regards,

**Tim Stoltzfus**  
**Secretary to the PA UCC Board of Appeals**

**EC: UCC Board of Appeals Members (6), Commissioner Carol Gifford**