

**Brandywine Valley Scenic Byway Commission**  
**Thursday, July 25, 2024 ID: 836 7016 6354 Passcode: 916348**  
**Phone Call in number: 309-205-3325 (US)**

**Meeting Minutes**

**In Attendance:**

Rich Phifer (East Bradford Township, Chester County) - Chair  
John Haedrich (Kennett Township, Chester County via zoom) - Treasurer  
Helene Badeau (Chadds Ford Township, Delaware County)  
Kathleen Goodier (Chadds Ford Township, Delaware County)  
Maree Forbes Gaughan (Advisor via zoom)  
Jim Haigney (East Bradford Township, Chester County) - Secretary  
Karen Marshall (Kennett Township, Chester County via zoom)  
David Scranton (Pocopson Township, Chester County)

**Absent:**

Mary Fahner-Short (Pennsbury Township, Chester County)  
Sarah Mims (Pocopson Township, Chester County) - Vice Chair  
Lois Saunders (Advisor)

**Call to Order**

The meeting was called to order by Rich Phifer, at 7:02 pm.

**Announcements**

No announcements – Kathleen Goodier forwarded Rich Phifer an invitation for the Delaware Greenways event (25<sup>th</sup>) – on September 26. If anyone is interested, Rich will forward the information.

**Routine Business**

**Review & Approval of June 27, 2024 Meeting Minutes**

Kathleen Goodier made a motion to approve the minutes. David Scranton seconded the motion. The minutes were approved.

**Treasurer's Report as of 07/18/2024**

Previous checking balance as of 06/25/24: \$16,764.46  
Checking Income items: none  
Net income - zero  
Checking Expense items:  
7/10/24 - Bank Transfer – Credit card balance – (\$92.87)  
Net Items for the period 6/25/24 to 7/22/24: \$(92.87)  
Truist Checking balance as of 07/22/24: \$16,671.59

**Pending check payments:**

NTC reimbursement - \$260.35  
National Scenic Byway Foundation - \$150.00  
Note: these two items to be re-issued (lost in mail)

Truist Previous credit card balance as of 06/25/24: (\$92.87)  
Credit Card expense this period: none  
Credit card balance as of 07/22/24: \$0.00

Fulton Bank CDs as of 07/22/24

CD #94802023 \$5,000.00 (6 month, 3%; matures 10/08/24)  
CD #92572369 \$5,000.00 (6 month, 3%; matures 10/08/24)  
CD #94801929 \$5,000.00 (6 month, 3%; matures 10/08/24)  
CD #94801929 \$10,000.00 (12 month, 3.5%; matures 05/08/25)

Rich Phifer made a motion to approve the treasurer's report. Kathleen Goodier seconded the motion. All voted to approve the treasurer's report.

### **Old Business**

#### **Audit for 2023**

David Scranton and Helene Badeau are still working on the audit and will have something to review at the August meeting

#### **Inter-Governmental Cooperative Agreement**

John Haedrich referenced the conversation with the Kennett Township solicitor earlier this year where an update to the IGCA document was discussed (with the primary revision being to include the HTUGRR Byway). John also mentioned that the IGCA liability insurance clause will be eliminated. John mentioned that this issue had been resolved with some of the member townships. John suggested that the commissioners coordinate with their member Townships on renewing the Inter-Government Cooperative Agreement.

#### **HTUGRR Website**

Maree Forbes Gaughan mentioned that the logo with the artist's recognition is back on the website. Rich Phifer will coordinate with getting the logo on the letterhead. John Haedrich mentioned that the website is up, running and stable. Over time, we may add to the website. Karen Marshall asked if we could link the website to our respective Township websites. John supported that idea. Maree will follow up with the commissioners on suggested language for the link. Rich put together an article for East Bradford neighbors that showcases the new website.

#### **BVNSB Website**

Maree Forbes Gaughan mentioned that the website construction is underway, and she will be taking photos for the byway. Maree suggested the following tagline: "A timeless tapestry of flowing water and gentle land that is art itself." Maree stated that the tagline will marry well with the logo, which is forthcoming. Rich Phifer made a motion to provide 2,000 dollars for the retainer fee for the website construction. Kathleen Goodier seconded the motion. All voted in favor.

#### **HTUGRR/CC250PA Path to Freedom Partnership (PTF)**

On June 27, John Haedrich mentioned that the first of four task force meetings occurred and was a successful meeting – 21 out of 23 members attended. Another PTF executive meeting occurred after the main meeting. John mentioned that the planning is well on track. Chester County has made it known that there may be additional funding available. John mentioned that there will be two cell phone tours in addition to the main sites to see along the UGRR Trail. John mentioned that we need to schedule a meeting with the Chester County Planning Commission soon to discuss additional funding for the cell phone tours. The PTF work has been divided into two phases - Phase I – UGRR 1780 to 1865 and phase

II - 1866 to Present Day. September 25 is the grant submission deadline and the challenge will be to secure matching funds for any additional funding.

#### VPP Grant – HTUGRR Interpretive Trail

Maree Forbes Gaughan reported that twenty-five additional byway sites are to be photographed for Task 1. During August, Tasks 1, 2, and 3 will be completed. Rich Phiher mentioned that Chester County may have funds applicable to the cell phone tours, but the funds have not been earmarked. John Haedrich will fine tune the grant application options and present a proposal to the Commission in August.

#### BVSB Chadds Ford Township Project

Helene stated that as of July 15<sup>th</sup>, the project is moving forward and construction and bidding will occur in the 4<sup>th</sup> quarter, and construction will begin in Q1 of 2025.

#### AACHAF Grant Application for “The Pines”

A \$50,000 award was granted for the Pines project. Rich plans to distribute a press release for announcing the grant over the next month. John mentioned \$5,000 of Scenic Byway funds were pledged as match for the awarded grant. The grant is available to view on the commission’s dropbox link. The grant agreement will be sent to us from AACHAF within a month.

#### USDA Grant for Corridor Management Plan

Rich stated that we are still waiting on a response on the grant application, which may happen within days.

#### BVSB Corridor Signage

Rich stated that he is coordinating with Karen and Mary about meeting regarding signage.

#### BVSBC Dropbox Access

Rich stated that everyone should now have viewing access to the dropbox. Scan and uploading of older files is underway and may be noticed up in the coming months.

#### BVSBC Property Recognition Nomination: 272 Kennett Pike (Kennett Township)

The nomination letter has been prepared and will be ready for next month.

#### National Scenic Byway Foundation Membership

John will be tracking down the check that was sent to the NSBF and report the status at the August meeting.

#### New Business

There was no new business.

#### Chairman’s Comment - None

#### Public Comment - None

#### Adjournment

David Scranton made a motion to adjourn, Kathleen Goodier seconded the motion. The meeting was adjourned at 8:10 pm.

**Next meeting – August 22, 2024**

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