

Brandywine Valley Scenic Byway Commission
Meeting Thursday, August 22, 2024, 7:00 PM (both In-person at CFT and ZOOM)
ZOOM Meeting ID: 836 7016 6354 Passcode: 916348
ZOOM Link:

<https://us02web.zoom.us/j/83670166354?pwd=Z3kySTBVR1U4VGptZW9Cc0RBcFNNUT09>

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) - Treasurer
Kathleen Goodier (Chadds Ford Township, Delaware County)
Maree Forbes Gaughan (Advisor, via Zoom)
Sarah Mims (Pocopson Township, Chester County) - Vice Chair (via Zoom)
David Scranton (Pocopson Township, Chester County) – Acting Secretary

Absent:

Jim Haigney (East Bradford Township, Chester County) - Secretary
Helene Badeau (Chadds Ford Township, Delaware County)
Karen Marshall (Kennett Township, Chester County)
Mary Fahner-Short (Pennsbury Township, Chester County)
Lois Saunders (Advisor)

Call to Order

The meeting was called to order by Rich Phifer, at 7:02 pm. Rich advised that David Scranton would act as Secretary and take the minutes of this meeting.

Announcements

There were no announcements.

Routine Business

Review & Approval of July 25, 2024 Meeting Minutes

Upon motion by David Scranton, seconded by John Haedrich, the minutes of the July 25, 2024 meeting were approved.

Treasurer's Report as of 08/20/2024

John Haedrich presented the Treasurer's Report:

CHECKING

Previous checking balance 07/22/24: \$16,671.59
Checking Income items: none
Net income - zero

Checking Expense items:
8/1/24 – NTC Check #1010 \$260.35
Reimburse web expense

8/1/24 – NTC Check #1011 \$2,000.00
BVNSB Website Payment #1
Net expense items for the period - \$2,260.35
Truist Checking balance as of 08/20/24: \$14,411.24

Pending check payments:
National Scenic Byway Foundation - \$150.00

CREDIT CARD

Truist Previous credit card balance as of 07/22/24: none
Credit Card expense this period: \$5.15 8/18/24 - Wiggins-Notary fee
Credit card balance as of 08/20/24: (\$5.15)

Fulton Bank CDs

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)

On motion by Kathleen Goodier, seconded by Rich Phifer, the Treasurer's Report was approved.

Old Business

Audit for 2023

Rich Phifer reported that Helene Badeau, who could not be present, indicated that a report on the status of the 2023 audit will be forthcoming at the next meeting.

Inter-Governmental Cooperative Agreement

No developments were reported on the Inter-Governmental Cooperative Agreement.

HTUGRR Website

Rich Phifer inquired about the prospect of coordination with the Delaware and Maryland byway representatives on a map for the Pennsylvania portion of the byway. Maree Forbes Gaughan reported that Maryland officials are not in a position to update their map due to lack of funding.

BVNSB Website

Maree Forbes Gaughan reported that the entire byway has been recorded on video and recommended that only the name of the Byway and a tagline be at the top of the web page until a logo is finalized. The group discussed obtaining the ArcGIS map image from the existing website and possibly obtaining any necessary license. Upon an inquiry by John Haedrich, Maree indicated that the next invoice from NTC may be submitted at the end of September

HTUGRR/CC250PA Partnership (Path to Freedom)

John Haedrich reported that Chester County asked for a re-presentation to the County's planners on August 16th of the four themes that were originally presented at the June 7th summit. John believes this reflects favorably on the Commission's and NTC's reputations with the County.

VPP Grant – HTUGRR Interpretive Trail

John Haedrich reported that the work on the first invoice for Task 1 under the grant (*“Review Existing Site Material and Determine Any Additional Sites”*) has informed Task Force members a great deal about the County's requirements and expectations under the grant. John believes that the Task Force will be in a position to complete Tasks 2 (*“Conduct Physical Survey of Identified Sites/Locations”*) and 3 (*“Identify potential Gateway, Heritage Centers, and Interpretive Sites”*) if the procedural requirements are sorted out with the County. The Task Force will meet again on September 6 to discuss progress and various procedural and conceptual aspects under the grant.

John reported that Kennett Township has offered to make the \$4,885.00 initial payment for work on Task 1, to be reimbursed by the Commission, and has agreed to make future payments under the grant subject to reimbursement by the Commission, pending receipt of reimbursements from Chester County when the grant project is completed. On a question by David Scranton, John reported that the Commission has sufficient unrestricted funds to cover the aggregate project payments in anticipation of reimbursement by Chester County.

On motion by Kathleen Goodier, seconded by Rich Phifer, the Commission approved reimbursing Kennett Township the sum of \$4,885.00 pending reimbursement by Chester County in accordance with the grant, and to reimburse future payments under the grant on similar terms.

Maree Forbes Gaughan reported that NTC and the Task Force are now working on Task 4 (*“Identify Sites/Locations to be included in Draft Plan”*). She expects that a tentative draft trail will be available for each corridor by the end of the month.

BVSB Chadds Ford Township Project

An agreement has been signed for the Federal Highway grant. Construction is expected to commence in the first quarter of 2025.

AACHAF Grant Application for “The Pines”

John Haedrich reported that the grant agreement has just been received and he has not had an opportunity to review it yet.

USDA Grant for Corridor Management Plan

Rich Phifer reported that the Commission did not receive the grant.

BVSB Corridor Signage

Maree Forbes Gaughan emphasized that the corridor video now completed will enable NTC to identify and document specific locations where directional signage is needed.

She recommended that directions be added to the website to compensate for the lack of complete directional signage on the ground.

BVSBC Property Recognition Nomination for 272 Kennett Pike (Kennett Township)

Rich Phifer reported that the final letter will be issued shortly.

National Scenic Byway Foundation Membership

John Haedrich reported that the second check for membership has not yet cleared.

New Business

VPP Grant Application for HTUGRR Interpretive Trail Phase 2 (Cell Phone App.)

Rich Phifer reported that Chester County suggested an application for Phase 2 be deferred until Spring 2025. John Haedrich added that he was advised that Chester County may not ultimately consider a cell phone app a good fit with the VPP grant program requirements. There was a brief discussion of the possibility of seeking other sources of funding for Phase 2.

Possible Additional Grant for “The Pines”

John Haedrich reported that a grant opportunity may be available for “The Pines.” It would be a grant to preserve historic structures involved with slavery and the Underground Railroad. While the Commission and Kennett Underground Railroad Center would not be eligible recipients, Kennett Township would be. Funds under the program can be available for as much as \$750,000 without a required match, depending on the nature of the project. Meetings including John and Maree Forbes Gaughan are scheduled next week to finalize a grant application by September 5.

Members discussed submitting a letter in support of the grant application. On motion by David Scranton, seconded by Kathleen Goodier, the Commission authorized John Haedrich and Maree Forbes Gaughan to prepare a letter for Rich Phifer to sign on behalf of the Commission expressing the Commission’s support of the grant application.

Chairman’s Comment

Rich Phifer did not have any additional comments.

Public Comment

No comments were submitted.

Adjournment

Upon motion by Kathleen Goodier, seconded by John Haedrich, the meeting was adjourned at 8:15 pm.

Next meeting – September 26, 2024