

Brandywine Valley Scenic Byway Commission
Meeting Thursday, September 26, 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
Jim Haigney (East Bradford Township, Chester County) - Secretary
Kathleen Goodier (Chadds Ford Township, Delaware County via zoom)
Maree Forbes Gaughan (Advisor, via Zoom)
David Scranton (Pocopson Township, Chester County)
Mary Fahner-Short (Pennsbury Township, Chester County, via zoom)
Karen Marshall (Kennett Township, Chester County)

Absent:

Helene Badeau (Chadds Ford Township, Delaware County)
Sarah Mims (Pocopson Township, Chester County) - Vice Chair
John Haedrich (Kennett Township, Chester County) – Treasurer
Lois Saunders (Advisor)

Others Present:

Hank Somer (resident of Chadds Ford Township, Delaware County)

Call to Order

The meeting was called to order by Rich Phifer, Chair, at 7:00 pm.

Announcements

There were no announcements.

Routine Business

Review & Approval of August 22, 2024 Meeting Minutes

Upon motion by Jim Haigney, seconded by Mary Fahner-Short, the minutes of the August 22, 2024 meeting were approved.

Treasurer's Report as of 09/23/2024

Rich Phifer presented the Treasurer's Report in John Haedrich's absence.

CHECKING

Previous checking balance 08/20/24: \$14,411.24

Checking Income items: none

Net income - zero

Checking Expense items:

8/27/24 – National Scenic Byway Foundation, Check #1012 \$150.00 Annual membership

9/10/24 – Truist CC Payment \$5.15
9/11/24 – Kennett Twp., Check #1013 \$4885.00, Reimburse VPP Inv #1
Net expense items for the period - \$5,040.15
Truist Checking balance as of 09/23/24: \$9,371.09

Pending check payments:

NTC, BVSB Website Inv #2 - \$2,000.00 (to be approved)
Kennett Township, VPP Invoice #2 reimburse - \$3,715.00 (to be approved)

CREDIT CARD

Truist Previous credit card balance as of 08/22/24: none
Credit Card expense this period: \$49.18 Kennett Copy & More, Pines documents
Credit card balance as of 09/23/24: (\$49.18)
Pending charge – 9/23/24, ZOOM subscription fee \$169.49, 9/23/24-9/22/25 (no approval needed)

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 David Scranton, seconded by Karen Marshall, the Treasurer's Report was approved.

Old Business

Audit for 2023

Rich Phifer received correspondence from Helene Badeau. Helene and David Scranton are making progress on the 2023 audit and are expecting to finalize and submit the audit report for the October meeting.

Inter-Governmental Cooperative Agreement

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

BVNSB Website

Rich Phifer stated that the Commission needs to make a motion to approve the second invoice for \$2,000 for the components for the website completion. Maree Forbes reported that she and Kathleen Goodier met with the Brandywine Conservancy and decided not to replicate efforts already conducted by the Brandywine Conservancy. With permission, Maree was able to use a large amount of completed work from the Brandywine Conservancy Story Map. The \$2,000 will mark the halfway point for an \$8,000 total projected expenditure. Maree anticipates a late November delivery for the latest components, and a total completion by the end of the year.

Mary Fahner-Short made a motion and Karen Marshall seconded a motion to approve a \$2,000 payment to National Travel Center. All members voted in favor of the motion.

HTUGRR/CC250PA Partnership (Path to Freedom)

Rich Phifer shared John Haedrich's report that efforts to coordinate the HTUGRR grant with the Chester County 250 PA planning are ongoing.

VPP Grant – HTUGRR Interpretive Trail

Rich stated that a motion needs to be made to approve a \$3,715 payment to Kennett Township to reimburse the Township for their payment to the National Travel Center as part of the recently awarded Chester County Vision partner grant. This covers 100% completion of Task I, Task II, and Task III of the project scope and a portion of the administrative costs. Karen Marshall commended Maree on her efforts that are above and beyond the original scope of the task as she interfaces with Chester County on the Interpretive Trail.

Mary Fahner-Short made a motion and Kathleen Goodier seconded the motion to approve a \$3,715 dollar payment to National Travel Center. All voted in favor of the motion.

BVSB Chadds Ford Township Project

The final plan set has been submitted to PennDOT for their approval in August. Kathleen is waiting for comments and approval from PennDOT.

AACHAF Grant Application for “The Pines”

Rich mentioned that a grant was approved for developing a plan for the Pines house as a gateway for the HTUGRR Interpretive Trail and home for the Kennett Underground Railroad Center. The grant Agreement is under review by the Kennett township solicitor and will then be signed by BVSB. There will be an on-site kickoff meeting scheduled for early October to move the project forward.

BVSB Corridor Signage

Rich Phifer stated that there hasn't been any progress made on this topic. Maree stated that she has completed work on a turn-by-turn video that will greatly assist with proposed sign placement location efforts and that perhaps progress need not be made until the video turn by turn directions task has been completed.

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

Rich Phifer stated that the letter is finalized and the letter will be sent out in the next few days.

National Scenic Byway Foundation Membership

John Haedrich and Rich think that it would be prudent for one of the Commission members to serve as a point person for the new National Scenic Byway Foundation Membership. Maree stated that it would be an important time to be following the Foundation; in particular, the notice of funding opportunity for upcoming grant opportunities. Jim Haigney volunteered to take on the task as point person.

New Business

FHWA Grant Opportunity

Rich Phifer stated that this grant opportunity comes out of the Federal Highway Administration and a pre-submission informational meeting is scheduled for October 10th. Maree Forbes Gaughan stated that she would be attending the October 10th meeting. Rich stated that the grant opportunity is pretty broad, with a 20 percent match requirement. Rich mentioned that John Haedrich reported that we will have to seek sources for matching funds should the award be granted. Rich stated that the Pines project is currently the most appropriate candidate for the grant opportunity. Discussion ensued regarding other potential projects that dovetail with the timing for the grant

opportunity. The commission agreed that the Pines project seems best suited to benefit from the grant opportunity.

Rich Phifer made a motion to pursue the grant opportunity for Pines construction phase, subject to consultation with Kennett Township and Kennett Township's agreement to pursue the grant opportunity as well as Kennett Township's interest to supply some of the matching funds. Karen seconded the motion. All voted in favor.

Chairman's Comment

Rich mentioned that the Brandywine Conservancy is seeking public comment on Brandywine Creek Greenway Strategic Action Plan Update (Comments due by October 7th) and the link for that is below:

<https://www.brandywine.org/conservancy/projects/strategic-action-plan-update>

Rich mentioned that, according to the bylaws, next month the Commission should discuss the membership dues and vote on any changes, if necessary.

Public Comment

Hank mentioned that he is happy he came to the meeting and was pleased to get an understanding of the Commission's tasks.

Adjournment

Upon motion by Karen Marshall, seconded by David Scranton, the meeting was adjourned at 7:58 pm.

Next meeting – October 24, 2024