

Brandywine Valley Scenic Byway Commission
Meeting Thursday, October 24, 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)
Maree Forbes Gaughan (Advisor, via Zoom)
David Scranton (Pocopson Township, Chester County)
Karen Marshall (Kennett Township, Chester County)

Absent:

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

Call to Order

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

Announcements

There were no announcements.

Routine Business

Review & Approval of September 26, 2024 Meeting Minutes

Upon motion by Jim Haigney, seconded by David Scranton, the minutes of the September 26, 2024 meeting were approved.

Treasurer's Report as of 10/22/2024

Rich Phifer presented the Treasurer's Report in John Haedrich's absence.
Treasurer's Report as of 10/22/2024:

CHECKING

Previous checking balance 09/23/24: \$9,371.09

Checking Income items: none

Net income - zero

Checking Expense items:

10/03/24 – National Travel Center, Check #1014 \$2000.00 BVNSB Website #1

10/10/24 – Truist CC Payment \$49.18

10/16/24 – Kennett Twp, Check #1015, \$3,115.00, Reimburse VPP Inv #2 (part)

10/16/24 – Kennett Twp, Check #1016, \$600.00, Reimburse VPP Inv #2 (part)

Net expense items for the period - \$5,040.15

Truist Checking balance as of 10/22/24: \$3,606.91

Pending check payments:

Kennett Township, VPP Invoice #2 reimburse - \$100.00 (final part-previously approved)

CREDIT CARD

Truist Previous credit card balance as of 07/22/24: none

Credit Card expense this period: 9/24/24 \$169.49, ZOOM annual subscription

Credit card balance as of 10/22/24: (\$169.49)

Fulton Bank CDs

CD #94802023 \$5,000.00 (6 month, 3%; matures 11/08/24)

CD #92572369 \$5,000.00 (6 month, 3%; matures 11/08/24)

CD #94801929 \$5,000.00 (6 month, 3%; matures 11/08/24)

CD #94801929 \$10,000.00 (12 month, 3.5%; matures 05/08/25)

Treasurer's notes – The maturity date for the three 6-month CDs has been corrected to 11/08/24 (was earlier reported as 10/8/24). The Kennett Township VPP #2 reimbursement amount is \$3,815.00 and is paid in multiple checks to properly allocate funds among subaccounts. With the payment of check #1015 (\$3,115.00), the DCED grant funds have been depleted. The final accounting report will be sent to DCED to close out the grant account.

On motion by David Scranton, seconded by Rich Phifer, the Treasurer's Report was approved.

Old Business

Audit for 2023

Rich Phifer mentioned that no action will be taken tonight pending the absence of Commissioners involved in preparing the audit. Rich thanked the members for preparing the audit. It is anticipated that the audit will be approved at the December meeting.

Inter-Governmental Cooperative Agreement

There are no updates to the IGCA.

BVNSB Website

Maree stated that all the components to complete the website are in place, and she is coordinating with GoDaddy to bring the website live. Rich thanked Maree for her work on the project.

HTUGRR/CC250PA Partnership (Path to Freedom)

John Haedrich was not present to provide a detailed update. Kathleen Goodier mentioned that she had a meeting with Andrea Silva and Beverlee Barnes (representatives for Delaware County's America 250 Project) to discuss coordination for the projects.

VPP Grant – HTUGRR Interpretive Trail

Tasks 1, 2, and 3 are completed. Maree is working on task 4, which is laying out the trail. Maree Forbes Gaughan shared a draft plan of the trail waypoints along with a map. Maree mentioned that once the viewing corridors are finalized, they will put together the story that connects the viewing corridor. Rich stated that the draft will be shared with the full Commission once the project is further fleshed out.

BVSB Chadds Ford Township Project

Kathleen stated that there is no update on the status with PennDOT.

AACHAF Grant Project for “The Pines”

Rich Phifer stated that the project is moving forward with two meetings scheduled at the Pines as part of the grant application project. The project is on track.

FHWA Grant Project for “The Pines”

Rich Phifer mentioned that work is moving forward on the Grant application. Maree stated that the November 27 deadline is looming, and 8 tasks need to be completed in the next month in order to meet the deadline.

BVSB Corridor Signage

No new updates.

National Scenic Byway Foundation Membership

No new updates.

New Business

BVSBC Annual Membership Dues for 2025

Rich Phifer made a motion that we establish a fee of \$600.00 dollars for 2025 member dues. David Scranton seconded the motion. All voted in favor of the motion.

Resolution for Local Share Assessment Grant Fund Opportunity.

Rich Phifer presented an opportunity for a Commonwealth Financing Authority grant through the DCED that requires no matching funds. It is the Local Share Assessment Statewide grant program. Applications are due in late November and restoration/construction work at The Pines would be eligible. The DCED funds could be used to match potential FHWA grant funds.

Rich presented a Resolution that if approved by the members would enable the Commission to submit a grant application. Rich has not heard officially from Kennett Township that they have reviewed the grant application opportunity. Given the time sensitive nature of the grant deadline, Rich Phifer made a motion that the Commission authorize the resolution for application for a Local Share Assessment Grant Fund opportunity seeking \$100,000.00, subject to Kennett Township’s approval and with the

understanding that a \$100.00 application fee would have to be paid by the Commission. Kathleen seconded the motion. The motion carried with all in favor.

Chairman's Comment

No Chairperson comment.

Public Comment

No public comment.

Adjournment

Upon motion by David Scranton, seconded by Jim Haigney, the meeting was adjourned at 7:37 pm.

Next meeting – December 5, 2024