

Brandywine Valley Scenic Byway Commission
Thursday, July 24, 2025, 7:00 PM (both In-person at Chadds Ford Township and ZOOM)
ZOOM Meeting ID: 857 2265 0304 Passcode: 230057
ZOOM Link: [https://us02web.zoom.us/j/85722650304?](https://us02web.zoom.us/j/85722650304?pwd=w4R78ER8NcZhM6Ep3RVLdV7twFdwqr.1)
[pwd=w4R78ER8NcZhM6Ep3RVLdV7twFdwqr.1](https://us02web.zoom.us/j/85722650304?pwd=w4R78ER8NcZhM6Ep3RVLdV7twFdwqr.1)
Phone Call-in number: 309-205-3325 (US)

MEETING MINUTES

In Attendance:

Rich Phifer (East Bradford Township, Chester County) - Chair
David Scranton (Pocopson Township, Chester County) – Vice Chair
John Haedrich (Kennett Township, Chester County) – (Treasurer)
Helene Badeau (Chadds Ford Township, Delaware County)
Tina Bennett (Kennett Township, Chester County) – via Zoom
Kathleen Goodier (Chadds Ford Township, Delaware County)
Maree Forbes Gaughan (Advisor, National Travel Center) - via Zoom
Hank Somer – member of the public

Absent:

Jim Haigney (East Bradford Township, Chester County) - Secretary
Sarah Mims (Pocopson Township, Chester County)

Call to Order

The meeting was called to order by Rich Phifer at 7:06 pm. Due to Jim Haigney’s absence, David Scranton was noted as Acting Secretary for the meeting.

Announcements & Public Comment

Kathleen Goodier reported that Lois Saunders, a consultant to the Commission, had contacted Chadds Ford Township and communicated that she is no longer able to act as a consultant to the Commission. Kathleen asked that the Commission consider some method of giving recognition to Lois for her many years of contributions to the Commission’s efforts. It was the sense of the Commission that this seems appropriate. Kathleen will report at a future meeting once she gets a sense of Chadds Ford Township’s sentiments.

Hank Somer, a member of the public in attendance at the meeting, offered to put an appropriate member of the Commission in touch with someone who might be able to assist with grant efforts.

Routine Business

Review & Approval of May 22, 2025, Meeting Minutes

Upon motion by David Scranton, seconded by Helene Badeau, the minutes of the May 22, 2025 meeting were approved, subject to a minor change relating to the date of the next meeting.

Review & Approval of Treasurer's Report

Treasurer's Report for the period 5/21/2025 to 7/19/25

Note – There is no June report as the June meeting was cancelled.

TRUIST CHECKING

Previous checking balance 5/21/25: \$8,408.57

Income Items:

Fulton CD Redemption/Transfer: - 5/22/25 \$5,157.33

Kennett Twp Annual Fee - 5/24/25 \$600.00

Net income for the period: \$5,757.33

Expense items:

CC...5300 Payments: \$559.52 (6/10/25 and 7/10/25)

Net expense items for the period: \$559.52

Truist Checking balance as of 7/19/25: \$13,606.15

Pending check payments: NONE

TRUIST CREDIT CARD

Credit card balance as of 7/19/2025: NONE

Credit Card Charges

Crystal Images – MFS plaque 5/13/25 \$209.99

Saunders Nursery – memorial tree 5/14/25 \$211.74

Quicken Annual Subscription – 5/18/25 \$101.63

GoDaddy Fee – 6/1/25 \$36.16

Total CC charges paid as of 7/19/25 - \$559.52

FULTON BANK CDs

CD #94806203 \$5,000.00 (6 month, 3%; matures 05/13/25)

Redeemed 5/22/25; transfer to Truist

CD #576203 \$10,000.00 (12 month, 3.5%; matures 05/08/26)

Value: \$10,377.93 (as of 6/30/25)

FULTON BANK MMF (Money Market Account ...0877)

5/21/25 – Ending Balance from Prior Report - \$12,525.31

05/30/25 – Interest Credit - \$5.85

06/30/25 – Interest Credit - \$5.66

07/13//25 – Ending Balance - \$12,532.82

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

Old Business

2024 Audit

Upon motion by Kathleen Goodier, seconded by John Haedrich, the 2024 audit report was approved. Rich Phifer reported that he will forward it to the member township managers.

Inter-Governmental Cooperative Agreement

Rich Phifer reported that all townships except Pennsbury Township have signed the IGCA, Kathleen Goodier noting that it had just been signed by Chadds Ford Township. Rich said that he is awaiting comments from the Pennsbury Township solicitor.

Insurance Coverage

Rich Phifer reported that, on a referral from Kennett Township, he has spoken with a representative of Chubb, who believes that Chubb can make a competitive proposal for Directors & Officers Liability Insurance, on terms which are expected to parallel the insurance policy for the Kennett Area Fire and EMS Regional Commission, which is a commission organized on the same type of basis as this Commission. Rich believes that the price of insurance from Chubb may be lower than the quote we have received from PIRMA, so procurement of the insurance is on pause until we receive and can compare the proposals.

BVNSB Website

Maree Forbes Gaughan stated that there is nothing new to report on this project because we have been focusing our attention on other efforts. It was agreed that, especially due to the possibility that we might soon apply for a grant from Pennsylvania's DCED Marketing to Attract Tourism program (see further discussion below), National Travel Center (NTC) will move ahead to finalize a new revision to the website based on comments received from Commission members. The revised draft will be submitted to Commission members for further review.

HTUGRR Interpretive Trail (VPP Grant)

Rich Phifer and John Headrich brought the Commission members up to date on the termination of the Chester County VPP grant for the Harriet Tubman UGRR Interpretive Trail project. After several months of challenges and related delays on agreement regarding details of the project, it has been mutually decided by the contracting parties to terminate the grant project. All of the parties tried to work together over the last 6-9 months to agree on a framework and path forward to where we could collectively deliver a product acceptable to all, but in the end that effort proved elusive.

No formal action by the Commission was necessary for the grant project to be terminated since the Commission was not a party to the contract, and the parties to the agreement all concurred with moving forward on the early termination. The Commission was left with two options: 1) terminate the project early and allow the Commission to take possession of the documents (products) in their current form for a total project fee (already paid) of \$8,700, which is manageable in light of the \$8,000 the Commission had budgeted from its funds, or 2) proceed onwards in an attempt to satisfy the Chester County planning staff, then work through approvals from the Task Force, public meetings, and ultimately required approved plan adoptions from all

municipal partners (Kennett Township, Kennett Square Borough, Pocopson Township, Pennsbury Township) while continuing to incur at least another \$12,000 in expenses that we couldn't be certain the County would agree to reimburse.

Rich and John consented to the termination for the foregoing reasons, and because, by agreeing to end the grant contract on these terms, the Commission has the work product and documents for the three interpretive trails the Commission was working on, and is free to use that material to augment its website for the HTUGRR Byway on a basis that is solely acceptable to the Commission, given our focus specifically on the Byway.

Walkable Chadds Ford (<https://www.chaddsfordpa.gov/open-spaces/page/walkable-chadds-ford>)

Kathleen Goodier reported that Chadds Ford Township has received its Notice to Proceed with the project, and construction is expected to begin soon.

“The Pines”

a. Planning Study (AACHAF Grant Awarded)

Maree Forbes reported on the status of the planning study. Further work has been done on revisions to the study to reflect changes in grant availability and other available resources, and to focus it as a grant plan for further efforts. NTC has been working with Kennett Underground Railroad Center (KURC) to prepare them for the efforts that will be needed from them to raise funds and complete the project. When the second half of the planning study is finished, it will be packaged with the first half and submitted to AACHAF for approval.

In connection with NTC's work, it has submitted to the Commission its third invoice on the project. This invoice is for \$11,250 and represents payment for NTC's work in bringing the project to 75% completion. It would be paid out of AACHAF grant funds on deposit in the Fulton Bank Money Market Account.

On motion by Rich Phifer, seconded by Kathleen Goodier, payment of NTC's invoice for \$11,250 was approved.

b. DCED LSA Statewide Grant Application (Pending)

Rich Phifer reported that we do not expect to hear back until the Fall on whether our grant application has been approved.

c. PHMC Grant Application

As previously informally reported by John Haedrich, he received notice that this grant application has been denied.

d. AACHAF Grant Application

Rich Phifer reported that he had been advised that this grant application will not be approved.

BVSB Corridor Signage

There was no update on this issue.

National Scenic Byway Foundation

As Jim Haigney is the Commission's representative with the National Scenic Byway Foundation and was absent from this meeting, there was no update.

New Business

Twin Bridges Plaque

John Haedrich reported that he has learned informally that PennDOT has taken John's comments under advisement.

DCED Marketing to Attract Tourists Grant Program Opportunity

Rich Phifer reported further on this grant opportunity. While no decision was made, it was the sense of the Commission that the Brandywine Valley Scenic Byway may be in a more advantageous position at this time to employ the grant funds sooner than the Harriet Tubman Underground Railroad Byway, primarily because the BVNSB website is near completion. However, we do not know how much time the Commission would have to spend grant monies, and if the grant has an extended term of 2-3 years, for example, each of the byways may be able to use the grant monies effectively. Discussion also ensued about the need to bring into better focus the implications of a requirement that 50% of the grant funds be paid to social media influencers. Tina Bennett volunteered to work with Rich on this question.

Rich suggested that we defer further consideration until the August meeting, when we will have more information and can decide whether one or both byways should apply for the grant.

Grant Plan for The Pines

As noted above, the AACHAF Planning Study is being revised to function as a grant plan for The Pines.

Adjournment

Upon motion by Rich Phifer, seconded by Kathleen Goodier, the meeting was adjourned at 8:43 p.m.

Next meeting – August 28, 2025