

Brandywine Valley Scenic Byway Commission
Thursday, August 28, 2025, 7:00 PM (both In-person at CFT and ZOOM)
ZOOM Meeting ID: 857 2265 0304 Passcode: 230057

ZOOM Link:

<https://us02web.zoom.us/j/85722650304?pwd=w4R78ER8NcZhM6Ep3RVLdV7twFdwqr.1>
Phone Call in number: 309-205-3325 (US) AGENDA

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)
David Scranton (Pocopson Township, Chester County) – Vice Chair
John Haedrich (Kennett Township, Chester County) – Treasurer
Helene Badeau (Chadds Ford Township, Delaware County)
Sarah Mims (Pocopson Township, Chester County) via Zoom
Maree Forbes Gaughan (Advisor, National Travel Center, via Zoom)
Crystal Crampton (KURC) via Zoom
Elizabeth Moro (Member of the Public) - via Zoom

Absent:

Tina Bennett (Kennett Township, Chester County)

Call to Order

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

Announcements & Public Comment

Rich announced that the BVNSB was chosen as the National Scenic Byway Foundation (NSBF) September 2025 Byway Showcase Winner. They will be showcasing our byway on their website in September.

Routine Business

Review & Approval of July 24, 2025, Meeting Minutes

Kathleen Goodier made a motion to accept the minutes. Jim Haigney seconded the motion. All voted in favor of the motion.

Review & Approval of Treasurer’s Report

Treasurer’s Report for the period 7/19/25 to 8/25/25

TRUIST CHECKING

Previous checking balance as of 7/19/25: \$13,606.15

Income Items: None

Net income for the period: None

Expense items: None

Net expense items for the period: None

Truist Checking balance as of 8/25/25: \$13,606.15

Pending check payments: NONE

TRUIST CREDIT CARD

Credit card balance as of 8/25/2025: None
Credit Card Charges: None
Total CC charges paid as of 8/25/25: None

Fulton Bank CDs

CD #576203 \$10,000.00 (12 month, 3.5%; matures 05/08/26)
Value: \$10,420.85 (as of 8/25/25)

Fulton Bank MMF (Money Market Account ...0877)

07/13/25 – Ending Balance from Prior Report - \$12,532.82
07/29/25 – Check #102 - NTC Pines Study Inv #3 - \$11,250.00
07/31/25 – Interest Credit - \$5.85
08/25/25 – Ending Balance - \$1,288.67

For clarity, John provided a helpful breakdown of how upcoming expenses will be adequately accommodated through a combination of the Commission's existing funds balances, reimbursement receipt of the remaining AACHAF grant funds, and an early cash-in of the remaining Fulton Bank CD.

David voted to approve, Rich seconded. All voted in favor.

Old Business

Inter-Governmental Cooperative Agreement

Rich stated that Pennsbury Township is the sole Township yet to complete execution of the document. Rich is continuing to work on getting Pennsbury's signed agreement.

Insurance Coverage

Rich asked the Commission to consider the Chubb proposal. Rich mentioned the documents that were submitted to the Commissioners regarding the Chubb insurance proposal:

- a. Consider motion to amend prior decision on insurance coverage in favor of approving the recently obtained CHUBB insurance coverage proposal.

Rich made a motion to amend prior motion on insurance coverage in favor of approving the recently obtained CHUBB insurance coverage proposal. David Scranton seconded the motion. All voted in favor of the motion.

BVNSB Website

Maree stated that there is no new update on the website.

HTUGRR Interpretive Trail

Rich mentioned that Mark Slouf is working on items relating to the HTUGRR trail and will provide an update soon.

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

Helene stated that the mapping and layout has begun on the project. Groundbreaking is expected in October. Rich mentioned that it would be nice to include updates on the project on the various member Township newsletters as the project unfolds. Discussion ensued on the possibility of

future related traffic calming opportunities relating to the project and elsewhere along the Brandywine Valley National Scenic Byway.

Planning Study (AACHAF Grant Awarded)

Rich began the discussion on the completed draft Planning Study. Maree mentioned that the document was restructured and consolidated to present a more coherent document for the member Townships. Rich suggested that Crystal Crampton should review the final document. Kathleen suggested that the artwork shown in the document be credited as to the artist or source.

Rich Phifer made a motion to approve the final draft of The Pines Planning Study and submit the final draft to the AACHAF subject to minor revisions as well as to source/credit the artwork contained in the document. John Haedrich seconded the motion. All voted in favor of the motion.

Rich Phifer made a motion to approve (1) payment of the fourth NTC invoice in the amount of \$11,250 for the Planning Study, (2) payment of the Mark Slouf invoice in the amount \$8,000, and (3) to redeem the Fulton Bank CD for \$10,000 (incurring a +/- \$115 penalty) to cover expenses. John Haedrich seconded the motion. All voted in favor of the motion.

DCED LSA Statewide Grant Application (Pending)

Rich mentioned that an application award announcement is still pending.

BVSB Corridor Signage

Twin Bridges Plaque Review – John mentioned that there has been no response from PennDOT on the plaque. John will follow up with PennDOT on the matter.

National Scenic Byway Foundation

Review of content submitted to NSBF for September 2025 Byway Showcase – Jim provided an update on the submission and photos.

New Business

DCED Marketing to Attract Tourists Grant Program Opportunity

Rich suggested that KURC may want to explore this as a grant opportunity under the general grant category, and that the NTC may want to pursue the grant under the Co-op category. The commission decided to discuss the matter further in September. Rich asked if KURC and NTC could provide more thoughts on the matter in September.

Adjournment

Kathleen Goodier made a motion to adjourn the meeting and Rich Phifer seconded the motion. All voted in favor and the meeting was adjourned at 8:45 pm.

Next meeting – September 25, 2025