

Brandywine Valley Scenic Byway Commission
Thursday, February 26, 2026, 7:00 PM (both In-person at CFT and ZOOM)
ZOOM Meeting ID: 821 8809 6561 Passcode: 230057

ZOOM Link:

<https://us02web.zoom.us/j/82188096561?pwd=S9QnAWBrsLWmIjxhGTnsaWbYJrYN2U.1>

Meeting Minutes

In Attendance:

David Scranton (Pocopson Township, Chester County) - Chair
Rich Phifer (East Bradford Township, Chester County) – Vice Chair via Zoom (acting Secretary)
John Haedrich (Kennett Township, Chester County – Treasurer via Zoom
Kathleen Goodier (Chadds Ford Township, Delaware County)
Helene Badeau (Chadds Ford Township, Delaware County)
Kate Morgenstern, (Kennett Township, Chester County) – via Zoom
Sarah Mims (Pocopson Township, Chester County) – via Zoom
Elizabeth Moro (Pennsbury Township, Chester County) – via Zoom
Scott Van Alstyne (Pennsbury Township, Chester County)
Maree Forbes Gaughan (Advisor, National Travel Center) – via Zoom
Ethan Brown (National Travel Center) – via Zoom
Janet Flynn (PennDOT) – via Zoom

Public:

Mark Slouf
Jen Panaro

Absent:

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

Call to Order

The meeting was called to order by David Scranton at 7:00 pm.

Announcements and Public Comment

a. Mark Slouf – CC250

Mark Slouf provided a brief presentation on the Chester County 250 Commission, offering an overview of current initiatives and ongoing projects. He highlighted the Commission’s efforts to encourage all Chester County municipalities to support and promote the 250th anniversary of the nation. Among the initiatives discussed were the Commission’s traveling exhibit and its “Dare to Declare” events.

Mark also spoke in his capacity as Chair of the Heritage Sites Legacy Committee, providing an update on the development of the Heritage Interpretive Network and its emerging core themes. He concluded with a brief update on the Brandywine Conservancy’s work with regional partners to pursue designation of the Brandywine Valley as a National Heritage Area.

b. Township Updates

Rich Phifer provided an update on the status of the Plum Run Trail and the Strode’s Mill Heritage Center in East Bradford Township. He reported that a pre-construction meeting is scheduled for March 3, with construction anticipated to begin in April and conclude in the fall.

c. Other

John Haedrich welcomed newly appointed member Scott Van Alstyne, who provided a brief introduction of himself.

Maree Forbes Gaughan informed the Commission of the National Travel Center's enhanced relationship with Community Economic Partners and introduced Ethan Brown of NTC, who will assume an expanded role in assisting with the completion of the Byway Commission's projects. Maree also reported that she has been working for several months with the Federal Reserve to develop a byway-focused report, noting that NTC received multi-page recognition in the publication as a leading byway specialist in the nation.

Review & Approval of Previous Meeting Minutes

Upon motion by Sarah Mims, seconded by Kathleen Goodier, the minutes of the January 22, 2026 meeting were unanimously approved.

Review & Approval of Treasurer's Report

Re-submission of last month's [January] report to correct the items that were erroneously stated as 556.05; corrected to 566.05 (as shown on page 1 on the January report):

Revised Treasurer's Report for the period 1/1/2026 to 1/19/2026

TRUIST CHECKING ...1824
Previous checking balance as of 12/31/25: \$566.05
Income for the period: None
Expense items: None
Truist Checking balance as of 1/19/26: \$566.05
Pending check payments: None

TRUIST CREDIT CARD
Credit card balance as of 11/23/2025: None
Pending CC charges: None

Fulton Bank MMA (Money Market Account ...0877)
Previous balance as of 12/31/25: \$ 3607.99
1/5/26 – CHECK #105 NTC \$ 239.40 (Hosting BVNSB Website)
1/5/26 – CHECK #106 NTC \$1,500.00 (BVNSB Web Development)
1/5/26 – CHECK #107 NTC \$1,500.00 (AACHAF Pines Study)
1/19/26 – Ending Balance - \$368.59

Treasurer's Report for the period 1/20/2026 to 2/23/2026

TRUIST CHECKING ...1824
Previous checking balance as of 1/19/26: \$566.05
Income for the period: 2/12/26 NTHP AACHAF (The Pines) Grant reimbursement - \$25,000.00
Expense items: 1/21/26 Truist Fee - \$12.00
Truist Checking balance as of 2/23/26: \$25,554.05
Pending check payments: None

TRUIST CREDIT CARD
Credit card balance as of 11/23/2025: None

Pending CC charges: None

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

Previous balance as of 1/19/26 – \$368.59

1/30/26 – Interest earned \$0.16

1/30/26 – Fulton bank fee - \$20.00

2/23/26 – Ending Balance - \$348.75

Upon motion by Rich Phifer, seconded by Scott Van Alstyne, the Treasurer's Report was approved unanimously, with the revised report for the previous month.

a. Proposed CD Investment

John Haedrich proposed investing \$20,000 across five certificates of deposit (CDs) following the AACHAF's reimbursement of \$25,000 to the Commission for the completed and approved Planning Study for the Pines. David Scranton made a motion to approve the proposed investment, which was seconded by Kathleen Goodier. The motion passed unanimously.

Old Business

Establishment of Committees

David Scranton presented two proposed versions of a revised working committee structure for the Commission's consideration. Following discussion, there was majority support for the version containing fewer committees.

The Commission agreed to proceed with the streamlined structure, with the addition of a Strategic Planning Committee. The approved committees will include: the Audit Committee; the HTUGRR Byway Committee; the BVNS Byway Committee; the Public Relations Committee; the CC250 Celebration Committee; and the Strategic Planning Committee.

Committee Updates

a. Audit Committee

Rich Phifer, Chair of the Audit Committee, reported that the 2025 audit report has been drafted and will be presented to the Commission in March for final review and approval. Working in coordination with Elizabeth Moro, he noted that no discrepancies were identified in the financial documentation and that all records are in good order.

BVNSB

a. Website Development – Tours

Rich Phifer outlined options for the Tours subpage of the new Brandywine Valley Scenic Byway website. Following discussion among Commission members and Ethan Brown of the National Travel Center, Rich made a motion to include seven tours on the Tours page:

- Chester County Covered Bridges Tour
- Historic Chester County Tour
- West Chester Walking Tour
- Kennett Village Tour
- KURC/Kennett Underground Railroad Bus Tour

- Chadds Ford Village Tour
- Village of Locust Grove Tour

Kathleen Goodier seconded the motion. The motion passed unanimously.

HTUGRR

- HTUGRR Heritage Tourism Trail
John Haedrich noted that the Commission is still working to finalize Heritage Tourism Trail 1 and, in the meantime, is not focusing significant attention on prospective Trails 2 or 3. He added that the Commission remains interested in, and is actively pursuing, increased collaboration with the Delaware Tubman Byway and Maryland Tubman Byway.
- Life Light Creative, LLC – Invoice
Rich Phifer motioned to approve payment of the HTUGRR website hosting fee (Invoice 5385 for \$260.35) to Life Light Creative, LLC. Kathleen Goodier seconded the motion which passed unanimously.

“The Pines”

- AACHAF – Grant Status
John Haedrich and Maree Forbes Gaughan reported that the Planning Study for the Pines has been formally approved by the AACHAF and that the \$25,000 reimbursement has been received. The final report totals 176 pages.

John further noted that several thousand dollars in remaining public relations and press-related work will be completed by the National Travel Center in connection with the project.

- Planning Study
Kate Morgenstern reported that Kennett Township is currently reviewing the Planning Study and noted that completing the review is a priority for the Township in the near term.
- Next Steps
The Commission discussed strategies for collaborating with Kennett Township and KURC to support implementation of the objectives and recommendations outlined in the Planning Study for the Pines. Members noted that progress will largely depend on securing outside funding to advance structural restoration and adaptive use projects.

New Business

Proposed Social Media Policy

Sarah Mims presented a draft social media policy for the Commission’s consideration. The draft was adapted from a version recently adopted in Pocopson Township. Commission members expressed strong support for the policy and appreciation for the thorough draft. Sarah will incorporate feedback, refine the document, and circulate it for final review and approval at next month’s meeting.

Adjournment

Kathleen Goodier made a motion and Sarah Mims seconded the motion to adjourn the meeting.
The meeting was adjourned at 8:37 pm.

Next meeting – March 26, 2026