

Brandywine Valley Scenic Byway Commission
Thursday, August 27, 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 in person
Rich Phifer (East Bradford Township, Chester County) – Vice Chair. via Zoom
John Haedrich (Kennett Township, Chester County) – Treasurer, via Zoom
Jim Haigney (East Bradford Township, Chester County) – Secretary in person
Kathleen Goodier (Chadds Ford Township, Delaware County) in person
Sarah Mims (Pocopson Township, Chester County) in person
Elizabeth Moro (Pennsbury Township, Chester County), via Zoom
Scott Van Alstyne (Pennsbury Township, Chester County), via Zoom

Public:

Crystal Crampton (KURC), via Zoom

Absent:

Helene Badeau (Chadds Ford Township, Delaware County)
Kate Morgenstern (Kennett Township, Chester County)
Maree Forbes Gaughan (Advisor, National Travel Center)
Janet Flynn (PennDOT)

Call to Order

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

Review & Approval of Previous Meeting Minutes

Upon motion by Sara Mims, seconded by Kathleen Goodier, the minutes of the July 23, 2026 meeting were unanimously approved.

Review & Approval of Treasurer's Report

Treasurer's Report for the period 7/22/2026 to 8/24/2026

TRUIST CHECKING ...7270

Previous checking balance as of 7/22/26: \$5,172.06

Income for the period: None

Expense items:

7/28/26 – National Travel Center \$2,500.00 Check #1001 (Invoice dated 6/16/26; close out all projects)

Truist Checking balance as of 7/22/26: \$2,672.06

TRUIST CREDIT CARD – No charges pending

Note – Fulton accounts are now available on-line for the first time.

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

Previous balance as of 6/30/26 – \$8,340.13 (corrected from July report which was verbal from Fulton)

7/31/26 – Interest - \$2.83

8/24/26 – Ending Balance - \$8,342.96

Fulton Bank CDs (verbal information)

CD5 - \$3,037.45 (interest paid 8/4/26)

CD6 - \$3,037.45 (interest paid 8/4/26)

CD7 - \$3,037.45 (interest paid 8/4/26)

CD8 - \$3,037.45 (interest paid 8/4/26)

CD9 - \$3,037.45 (interest paid 8/4/26)

8/24/26 – Total CDs - \$15,187.25 (2.96% APR-all mature 9/4/26)

Total Assets as of 7/22/26

Truist 7270 \$ 2,672.06

Fulton MMA \$ 8,342.96

Fulton CDs \$ 15,187.25

TOTAL \$26,202.27 as of 8/24/26 (decrease of \$2,459.07)

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

Consideration of proposal to renew Certificates of Deposit – John Haedrich suggested that the Commission roll the CDs over for another six months. John added that the CDs allow for flexibility for future projects. John Haedrich made a motion and Kathleen Goodier seconded the motion to roll over the CDs. All voted in favor of the motion.

Old Business

Completion of UGRR Heritage Tourism Trail One Website

Rich Phifer stated he felt that the UGRR website is completed. The commissioners inspected the website and agreed.

Completion of Brandywine Valley National Scenic Byway Website

Rich Phifer stated that the one lingering issue website map needs to be updated and that it is not a big deal to finalize that in the coming month.

Status of Payment of \$2,500 NTC Invoice Approved at June 25, 2026 Meeting

Rich Phifer and John Haedrich stated that the NTC Invoice approved at the June 25th meeting has been paid.

The Pines

John Haedrich stated that he is not aware of anything new regarding The Pines project.

Social Media Accounts – Sarah Mims/David Scranton

-Follow-up on announcement of FB Pages to Township Members and Friends – David mentioned that the announcement seems to have been distributed broadly to our member municipalities and friends.

-Compliance Reports for each Byway Facebook Account – David presented copies of initial compliance reports for each Byway's Facebook page, covering compliance items mandated by the Commission's Social Media Policy.

-Schedule for Annual Compliance Review for Social Media Accounts – David noted that the Social Media Policy requires an annual compliance review similar to the circulated compliance reports, and that it therefore seemed appropriate to calendar the next compliance review for the July or August meeting in 2027. He asked for volunteers to conduct future compliance review, and none appearing volunteered himself to conduct next year’s review.

Discussion of possible NTC public relations services and costs for Byway websites

No new discussion.

Signs

Jim Haigney provided no new update, but will try to connect with Janet Flynn prior to the September meeting. David Scranton mentioned that the HTUGRR signage needs to be considered in conjunction with the BVSb signage. Kathleen Goodier mentioned that there are similar signs near Odessa, DE that could be used as a template.

New Business

Resolution to replace Rich Phifer with David Scranton on Financial Accounts

Jim Haigney made a motion and Sara Mims seconded the motion to adopt the following resolutions:

[For Truist Bank:]

WHEREAS, the Commissioners of Brandywine Valley Scenic Byway Commission (the “Commission”) have determined it to be in the best interest of the Commission to establish new signing authority for all accounts of any kind, including without limitation all deposit and debit accounts, and all loan, credit and credit card accounts (collectively, the “Accounts”) held from time to time by the Commission with Truist Bank (the “Institution”),

NOW, THEREFORE, be it:

RESOLVED, that Richard A. Phifer be removed as an authorized signer on the Accounts, and that David F. Scranton, in his capacity as Chair of the Commission, be added as an authorized signer for all purposes on the Accounts.

FURTHER RESOLVED, that the Commission execute and deliver to the Institution a duly certified copy of these resolutions.

[For Fulton Bank:]

WHEREAS, the Commissioners of Brandywine Valley Scenic Byway Commission (the “Commission”) have determined it to be in the best interest of the Commission to establish new signing authority for all accounts of any kind, including without limitation all deposit and debit accounts, and all loan, credit and credit card accounts (collectively, the “Accounts”) held from time to time by the Commission with Fulton Bank (the “Institution”),

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RESOLVED, that Richard A. Phifer be removed as an authorized signer on the Accounts, and that David F. Scranton, in his capacity as Chair of the Commission, be added as an authorized signer for all purposes on the Accounts.

FURTHER RESOLVED, that the Commission execute and deliver to the Institution a duly certified copy of these resolutions.

All voted in favor of the motion.

Chub Insurance Renewal Fee

David Scranton made a motion and Sara Mims seconded the motion to approve the payment of 1,766 dollars for the Insurance renewal fee. Sara Mims recommended that we shop the number around next year to verify that no cheaper quotes are available to the Commission.

Greater Brandywine Valley National Heritage Area

Rich Phifer stated that the GBVNHA reached out to him to attend a meeting in March 2026 to evaluate the merits of pursuing “National Heritage Area” designation for our region. The outcome of the meeting was that everyone endorsed the Brandywine Conservancy to hire a consulting firm to perform a feasibility study.

September 1 Organizational Meeting

The September 1st meeting for the Greater Brandywine Valley National Historic Area is the second meeting to occur since the formation of the committee. David Scranton and Rich Phifer will be in attendance.

Sara Mims mentioned that on Monday, representatives of the Brandywine Conservancy and its consultants will be attending a tour of the Pocopson Township historic areas.

Tubman Byway

-Possible Corridor Management plan –

David mentioned that John Haedrich and Maree Forbes Gaughan had previously mentioned that it may be a good idea to prepare a Corridor Management Plan for the Tubman Byway. Rich Phifer stated that a CMP would be helpful and appropriate. John Haedrich stated that a CMP would be very worthwhile, but that our experience with the BVSBC CMP took several years to complete and was very expensive. John’s thought that perhaps the CMP should be renamed a strategic plan in order to streamline the process. John stated that PennDOT requires a CMP, but that, due to PennDOT budgetary constraints, the Commission would be required to develop most of the details on its own. Kathleen Goodier mentioned that, perhaps with the right consultant, the process could be less time consuming and more organized. Rich mentioned that a formal RFP – as is required of many governmental units in Pennsylvania - may not be required for this process. John Haedrich mentioned that a strategic plan would be a useful step forward in determining the need for a CMP at a future date. Jim Haigney stated that he would prefer the cheapest, shortest path to the finish line, given his memory of the process to prepare the CMP for the BVSBC. Sarah Mims suggested that perhaps the BCSBC CMP could be shaped and modified as a very reasonable template for the HTUGRR strategic plan. John Haedrich suggested that Kate Morgenstern’s committee could take a look at it and process it.

2027 BVSBC Budget

John Haedrich distributed the budget, which is attached to these minutes. Rich feels that it is a good faith gesture to forward the budget to the member Townships for transparency. The Commission decided that the chairperson would distribute the proposed 2027 budget to the Township managers. Under the Commission’s proposed 2027 Budget is to be delivered to municipalities by September 1, 2026.

Rich Phifer made a motion to approve the 2027 budget. Kathleen Goodier seconded the motion. All voted in favor of the motion.

Announcements

Kennett Township 250 Celebration – Saturday, August 29, 2026; 10AM-2PM (Rain Date August 30th) at the Spar Hill Farm & Preserve; 434 Burnt Mill Road; Chadds Ford, PA 19317
Walkable Chadds Ford – Kathleen expects the project to be completed by the end of October.
Rich Phifer expects that the Strodes Mill Project will be completed at the same time.
Katheleen Goodier – Chadds Ford Remembrance Day 9-11 is on Friday

Public Comment

No public comment.

Adjournment

Upon motion Kathleen Goodier, seconded by Sara Mims, the meeting was adjourned at 7:56 p.m.

Next meeting – September 24, 2026