

**VALLEY COUNTY TRANSIT BOARD
MEETING AGENDA**

**Wednesday, August 13, 2025 @ 12:00 PM/Noon
Valley County Transit
213 9th Street South, Glasgow**

**Teleconference call-in is available:
dial in #: 571-748-4021 pin#: 2672541#**

Call meeting to order

Introductions

Minutes from May meeting

Correspondence

Reports

Unfinished Business:

New Business:

- Election of Officers
- Fares Policy
- Schedule Board/Planning Meetings

Other Business:

Next meeting: November 12, 2025

Adjourn

Valley County Transit
213 9th Street South
Glasgow, MT 59230

The Valley County Transit Board met on Wednesday, May 21, 2025, at 12:00 noon at the Valley County Transit office.

Present at the meeting were Commissioner John Falhgren, VCT driver Hal Buerman, Vic Puchalla, Connie Wethern, Lisa Murdock, Colleen Forrester and Colleen Pankratz.

Introductions were made.

Colleen Forrester read the minutes. Motion by Vic, second by Connie to accept the minutes as read. Motion carried.

No correspondence

Coordinator Report:

- Expense/Revenue reports were reviewed
- We are fully staffed
- 2 new buses were received. 1 has been sold and 2 more will be sold
- Lisa attended the MTA Conference in Billings and will attend the Drug and Alcohol training and new manager training in July.

Unfinished Business:

- Cell Phone Policy: Commissioners have approved \$25/employee/month. Motion by Connie, second by Vic to change the policy to begin May 1, 2025.
- Employee Benefits Policy: Commissioners have approved \$150/employee/year for clothing allowance. Motion by Vic, second by Connie to change our policy from every two years to annually. Motion carried.

New Business:

- Out of Town Fares Policy: Motion by Connie, second by Vic to delete this policy. Motion carried.
- Records Check Policy: Change the policy to read Criminal background will be checked every 2 years from annually. Motion by Vic, second by Connie. Motion carried.
- On-call shift differential: Motion by Vic, second by Connie to recommend to the Commissioners a \$1/hour pay increase for on-call drivers. Currently \$.20/hour. Motion

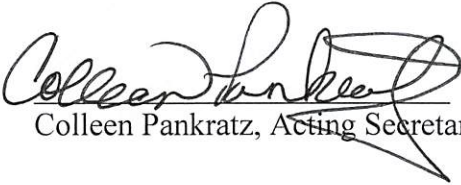
carried.

- Board Recruitment: Vic agreed to remain on the Board, Sherry's term is also up.
- Review Contracts: Contracts were reviewed. No changes.
- Organizational Chart: Lisa was added to the Chart. Motion by Connie, second by Vic, Motion carried.

Other Business: None

Next meeting: August 13, 2025

Meeting adjourned at 12:46 pm



Colleen Pankratz, Acting Secretary



Colleen Forrester, Chairperson