

**METROPOLITAN ENVIRONMENTAL TRUST  
BOARD OF TRUSTEES MEETING**  
Thursday, December 8, 2022, 1:00PM  
St. Francis Conference Room, Tulsa Chamber of Commerce  
WTI, One West Third Street. Suite 100, Tulsa, OK  
*Meeting Minutes*

**Present**

Scott Eudey, Broken Arrow  
Ellen Busser Bixby  
Julie Monnot, Claremore  
Robyn Murray, Coweta  
Craig Stokes, Collinsville  
Barry Parsons, Jenks  
Lauren Kimbrough, Owasso  
Derek Campbell, Sand Springs  
Terry Ball, Tulsa  
James Rea, Tulsa County

**Not Present**

Gerald Gilbert, Glenpool  
Wagoner Trustee

**Others Present**

Matt Aldrich, City of BA  
Gary Percefull, New Solutions  
Beth Ann Childs, Attorney  
Terrie Hannam, M.e.t.  
Bobby Schultz, M.e.t.  
Maureen Turner, COT

The Trustees of The Metropolitan Environmental Trust met on November 10, 2022, with Agenda posted on November 30, 2022, with Tulsa City and County Clerks. Chair Scott Eudey called the meeting to order at 1:01 PM. He read Agenda Item B as to consider, discuss and take appropriate action, including to adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue the following items:

**Item 1) Introductions: Possible Wagoner Trustee**

Chair Eudey welcomed James Rea with Tulsa County. Mr. Rea said he worked for the DA's office in civil division, and now the Deputy for the County. Each trustee introduced themselves.

Bobby Schultz said the City of Wagoner has hired a city planner and is expected to attend January's meeting with Mayor Jones.

**Item 2) Consider, Discussion, and Possible Approval of Minutes of the Board of Trustees Meeting on November 10, 2022**

Terry Ball moved to approve the November 10, 2022, minutes. Derek Campbell seconded the motion. The motion passed unanimously.

**Item 3) Report from the Executive Director for November 2022, including specifics on Education, Meetings, Meetings Regarding SWIFR Application, and Activities**

Bobby Schultz said education continues and the Broken Arrow Trash Bash was November 5<sup>th</sup>. He expressed appreciation to the Trustees who attend the SWIFR meeting. This is an opportunity for a regional approach. and the chance of receiving funding is good. TARE is providing the funding for the study to determine recycling and solid waste infrastructure needs.

Bobby Schultz said the metro recycling directory should be ready for the January meeting. He noted that over \$3,000 was raised in ad placements.

**Item 4) Recommend and Approve Secretary for the Trust Term Ending June 2024 Including Signature on M.e.t. Checking and Savings Bank Accounts**

Chair Eudey said it is helpful to have the position if you work near The M.e.t.'s office. James Rea volunteered himself to the position of Secretary.

**Robyn Murray moved to elect James Rea as Secretary and to authorize him as a signer on the M.e.t.'s bank accounts and in doing so sign checks. Terry Ball seconded the motion. The motion passed unanimously.**

**Item 5) Review and discussion of Fiscal Year 2022-2023 Financials, including Balance Sheet, Income Statement, General Ledger by Center, Budget Report, specifically including:**

**Item 5a) Review Budget Report, Consider Approval of Budget Report with Possible Amendment, Transfers and/or Appropriation of Additional Revenues**

Bobby Schultz reviewed the financials commenting on the *General Ledger by Center* that the centers were not established to generate revenue but to keep items out of the landfill. None of the centers have more income than expense. In reviewing expense versus revenue by center, he said Bixby is only about \$1,000 off. Sand Springs is doing well. He said Wagoner has more credit than expense because it is not a full center but only a trailer that is hauled to and from the Wagoner location. This will change once a full center is in operations.

About the *Budget Report*, Bobby Schultz pointed to Line 9 on the television online fee to the public and revenue to us at \$11,808 because we in turn are charged for televisions and CRTs. The miscellaneous income is reflective of selling the truck and roll off. In expense, Line 47 processing services is reflective of the expense of the televisions and CRTs in the amount of \$13,122. This is because citizens are dropping off items after hours and not paying for the televisions/CRTs. He said he thought about other solutions and thinks that this might just be the cost of doing business. Line 48 is processing for motor oil and/or mixed paper. The amount in the expense is for the paper. He explained the markets is such that we are not getting revenue for the paper and we are paying for it to be hauled. Line 74, worker support has the expense higher than the budget number. He said this is including the staff's holiday bonuses and it needs to be recoded to the administrative code and the line item will be lower after the fact. The expense to Rib Crib for the worker party is coded to the worker support code. Line 94 public relations is reflective of the America Recycles Day Celebration expenses, and we will get reimbursed by Friends of The M.e.t. Inc. Line 96, is our Rural Educator, code 6145 and the intern coded to 6507, Line 98. For Line 6542, processing e waste and sharps, \$225 of the total amount is for sharp disposal from the Broken Arrow Trash Bash.

**Item 5b) Consider Approval of Receipts and Disbursements for November 2, 2022, through November 30, 2022, and December 1, 2022**

Bobby Schultz reviewed the following disbursements:

- Check #26282 to Terrie Hannam in the amount of \$195.54 for reimbursement of items purchased for the America Recycles Day Celebration.
- Check #26291 to Boomerang Printing in the amount of \$55 for printing for the America Recycles Day event
- Check #26294 to Hinkle and Company in the amount of \$4,000 for the second half of the audit expense.
- Check #26299 to Mike's Towing Service for \$226 to have one of our trailers in disrepair towed to the repair shop.
- Check #26306 to Progressive Northern Insurance for \$1,888 is the insurance for one year of adding the new truck in the fleet.

- Check #26308 to Rib Crib \$1,398.48 for the worker party on December 14<sup>th</sup>.
- Check #26313 for \$151.54 for plaques for some of the workers to be given at the worker party.
- Check #26314 Tulsa Drillers for \$2,126.56 was the balance due for the food, rent, and other items for the America Recycles Day's event.
- Check #26290 Arvest Credit card, he pointed to 1) nuts.com for \$69.92 for the centerpieces for the America Recycles Day event and 2) banners.com for \$42 for the banner used in the Pumpkin Rescue program.

Bobby Schultz said the checks for December 1<sup>st</sup> are for our monthly rentals except the check made out to him which is the auto and phone allowance.

**Terry Ball moved to approve the receipts and disbursements for November 2, 2022, through November 30, 2022, and for December 1, 2022. Barry Parsons seconded the motion. The motion passed unanimously.**

Item 5c) Worker Training and Holiday Party December 14, 2022

Bobby Schultz displayed a copy of the flier for the worker party. He said the workers are receiving an insulated lunch bag as their gift and a nice meal.

Item 5d) Schedule Budget Committee for January 2023

With John Fothergill being off the Board, Bobby Schultz asked if another person should serve on the budget committee. Chair Eudey explained the reasons for forming committee and said the current committee is himself, Terry Ball, Derrek Campbell and Julie Monnot. He said he would like to have five on the committee and asked for volunteers to serve. Robyn Murray volunteered for the position. After a brief discussion, the meeting was scheduled for Wednesday, February 1<sup>st</sup> for a noon lunch meeting.

Item 5e) Notification Regarding Central Tulsa Recycling Center's Relocation

Bobby Schultz said we received a phone call from our landlord that we will need to move the center and PSO is looking for another quality location for us. He said he passed on the importance of the central location for the citizens. He said he anticipated the move to be in twelve to eighteen months.

**Item 6) Consider Addendum to INCOG's FY 22/23 Contract for the Financial Increase**

Bobby Schultz said this is for the salary adjustment approved at the previous meeting.

**Robyn Murray moved to approve the addendum to the INCOG contract. Derek Campbell seconded the motion. The motion passed unanimously.**

**Item 7) Presentation Discussion and Possible Action on Recycling Depot Program, including:**

Item 7a) October Material & Revenue Depot Report with Operational Revenue Comparison

Bobby Schultz said total glass amount collected in October is the same as September's. He reviewed the various commodities in the totals. Another reason for the budget meeting is to discuss the decrease in the operational revenue. He reviewed Broken Arrow's and Coweta's collections pointing to the variation in paper collections.

Item 7b) Update on the East Tulsa Recycling Center

Bobby Schultz said there is still have two options that former councilor Connie Dobson is assisting. One is near a shopping center at 21<sup>st</sup> and 129<sup>th</sup> owned by Eastland Baptist Church and the second is the At Home location at 51<sup>st</sup> and south of Garnett.

**Item 8) Consideration, Discussion, and Presentation on Household Pollutant Regionalization Including Voucher Numbers Utilized.**

Bobby Schultz said the November 2022's numbers are down from October; however, this amount is consistent to November 2021. He said staff does a good job on the phone with citizens and coming up with alternatives for items like latex paint.

**Item 9) Report of the Public Relations & Education, including: Media, Ads, Articles, and Events**

Bobby Schultz reviewed the media statistics siting page views and post reach are up. The top post on Facebook was the fryer oil collection event. The top post in Instagram was the announcement of winning the Bellman Award.

Bobby Schultz reviewed the pumpkin collection numbers noting the downsize to three locations from six. He displayed the summary of the collections from Broken Arrow's Trash Bash event. The survey illustrated that news is more from social media. Bobby Schultz said we sent out the newsletter with the Top Ten Green Gifts. This is the 26<sup>th</sup> year of putting this list out.

**Item 10) Report of Friends of The M.e.t. Inc. Including Information on Grants, Funding Opportunity Efforts, and Including Report of the America Recycles Day Celebration on November 10th**

Bobby Schultz said the America Recycles Day Celebration was a success and reviewed the list of winners. After covid, he said it was nice to start meeting back together again for this event.

Bobby Schultz said he is finalizing grant requests for two new bulb crushers since our bulb crusher is nearing the end of its life. The thought is to have one at the bale center and one at the Broken Arrow Recycling Center. In regard to the go green night this spring, Bobby Schultz said he thinks he has a donor lined up for the event. He said he does not know if he will have a renewal for the rural educator and said he will keep pursuing the funding because Patrick Hayes has been a great addition to the staff, and he wants to continue his position. He said the goal is to continue to look for funding so that our beneficiaries won't have increases in their assessments. Ellen Bussert said the America Recycles Day Celebration had a lot of good networking and was uplifting. She encouraged other trustees to attend the event next year.

**Item 14) Comments by the Trustees**

There were no comments from the Trustees.

**Item 15) Comments from The Public**

There were no comments from the public.

**Item 16) New Business**

Bobby Schultz reminded Trustees to get with him regarding having a spring collection events and the City of Claremore has already picked April 22, 2023. The Big Clean Spring is scheduled for March.

In another matter, Bobby Schultz displayed a copy of an agreement for a company to take over the OG&E electric pole that the Bixby's Recycling Center is currently utilizing. They will pay for the electric for our center while we are still at the location. He said the City of Bixby is planning to move our center, but we do not have a

timeframe of the move. Beth Anne Childs said this agreement just came into fruition and recommends approval and put as a consent agenda for the next meeting to ratify the agreement.

**Craig Stokes with Red Dog Construction to take over the electric pole at the Bixby Recycling Center. Brad Parsons seconded the motion. The motion passed unanimously.**

There was no other new business.

**C. Adjourn**

**Julie Monnot moved to adjourn. James Rea seconded the motion. The motion passed unanimously. The meeting adjourned at 1:58pm**

ATTEST:

Date Approved: 1-12-23

  
Chair

  
Secretary