

**METROPOLITAN ENVIRONMENTAL TRUST  
BOARD OF TRUSTEES MEETING**

Thursday, January 12, 2023, 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 Bussert, Bixby  
Julie Monnot, Claremore  
Robyn Murray, Coweta  
Garold Gilbert, Glenpool  
Barry Parsons, Jenks  
Lauren Kimbrough, Owasso  
Derek Campbell, Sand Springs  
Terry Ball, Tulsa  
James Rea, Tulsa County  
Jessica Zwirtz, Wagoner

**Not Present**

Craig Stokes, Collinsville

**Others Present**

Kim Payne, Attorney  
Terrie Hannam, M.e.t.  
Bobby Schultz, M.e.t.  
Gary Percefull, New Solutions  
Maureen Turner, Tulsa  
Mayor Jones, Wagoner  
Kristin Mollett, Wagoner  
Jessica Zwirtz, Wagoner

The Trustees of The Metropolitan Environmental Trust met on January 12, 2023, with Agenda posted on January 5, 2023, 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 Mayor Jones and Jessica Zwirtz with the City of Wagoner to the meeting. He said Jessica Zwirtz has been assigned as the new trustee. Each trustee introduced their self.

**Item 2) Consider, Discussion, and Possible Approval of Minutes of the Board of Trustees Meeting on December 8, 2022**

Terry Ball moved to approve the December 8, 2022, minutes. James Rea seconded the motion. The motion passed unanimously.

**Item 3) Report from the Executive Director for December 2022, including specifics on Education, Meetings, Meetings and Activities**

Since the schools have been out for the Christmas holiday, Bobby Schultz said we have had less classes. He named the schools that did have class and mentioned the other meetings that recapped events.

About grants, Bobby Schultz said the Brannin Family Foundation gave funds to Friends of The M.e.t. that will eventually be transferred to The M.e.t. for operations. There were meetings for the SWIFRA grant where the region is looking into the best scenarios. For a Revolt grant, we are trying to get funds for battery collections that might possibly involve Muskogee Creek Nation. Lastly, we applied for a grant for two bulb crushers: one for the Tulsa Bale Center and one for Broken Arrow Center.

**Item 4) Review and Discussion of the Fiscal Year 2022-2023 Financials, including Balance Sheet, Income Statement, General Ledger by Center, Budget Report specifically including:**

Bobby Schultz reviewed the Balance Sheet and General Ledger by Center. In reviewing Glenpool and Coweta's numbers, he said we will have to make a concerted effort to promote those locations.

Item 4a) Review Budget Report, Consider Approval of Budget Report with Possible Amendment Transfers and/or Appropriations of Additional Revenues

Bobby Schultz reviewed the Budget Report noting the income from ONEOK for the Downtown Recycling Center. He mentioned that last month, we had the staff bonuses listed in Line 74 worker support. This has been recoded to the administrative code with INCOG's expense. He mentioned Line 86 for hauling services is over in its code. Line 94 public relations is mostly the America Recycles Day Program. Line 96 is the STEM educator money from a grant previously given to us through PepsiCo. Line 100 processing electronic waste at events but included in this code is a charge for the sharps from the Broken Arrow Trash Bash event.

Item 4b) Consider Approval of Receipts and Disbursements for December 2, 2022, through December 31, 2022 and January 1, 2023

Bobby Schultz reviewed the following disbursements:

- Check #26345 Smiths Welding for \$384 for a repair on a cage trailer,
- Check #26363 Betty J Henry c/o Banc First for \$2,971 for property tax at the downtown location,
- Check #26366 Waste Management Recycle America for \$3,523.27 for the charge of paper due to the market prices being below the zero mark,
- Check #26368 Staples for \$709.65 for toner,
- Check #26370 Arvest Credit card, there are two mischarges to Secretary of State and then a correct charge for the Friends recertification of 501(c)3 in which we will get reimbursed.

Bobby Schultz said the checks for January 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 December 2, 2022, through December 31, 2022, and for January 1, 2023. Derek Campbell seconded the motion. The motion passed unanimously.**

Item 4c) Discussion Regarding Budget Committee Meeting February 1, 2023

Bobby Schultz said the following items that will need discussion for the meeting are as follows:

- the carryover funds from FY 21/22,
- budget adjustments due to Terrie Hannam putting in her retirement date for January 31<sup>st</sup> and will begin contract labor and there will likely be a savings in administration until we have a new hire
- FY 23/24 draft budget for review.

**Item 5) Presentation Discussion and Possible Action on Recycling Depot Program, including:**

Item 5a) November Material & Revenue Depot Report with Operational Revenue Comparison

Bobby Schultz said total increased 100,000 pounds, however, the revenue declined explaining the markets are at a low. In regard to Broken Arrow Center, the recycling has increased greatly in one month period. He compared Coweta's paper and cardboard increased collections versus Central Tulsa's decrease in paper.

Item 5b) Update on the East Tulsa Recycling Center

Bobby Schultz said there are no updates on moving the Central Tulsa or East Tulsa centers.

**Item 5c) Report of Schedule for Request for Service Proposal for Hauling of Roll-off Containers for Paper and Scrap Metal**

Bobby Schultz said it was time to go out for bid for the hauling services of paper. The bid proposals are due back in the office no later than 11:30 AM on February 2, 2023. He said we will have a recommendation at the next Board of Trustees meeting.

**Item 6) Consider Approval of Renewal with National Waste Disposal for Hauling and Processing Agreement**

Since the markets currently dropped, Bobby Schultz mentioned that it was a wise choice last year to receive zero pay and zero expense in the hauling for the cardboard.

**Julie Monnot moved to approve the renewal for hauling and processing of cardboard. Robyn Murray second the motion. The motion passed unanimously.**

**Item 7) Ratify the Agreement of Responsibility of OG&E Power Pole by and between Red Dog Construction, LLC, and The Metropolitan Environmental Trust**

Since this we approved under “new business” at the last meeting, Bobby Schultz said the attorney recommended it be an agenda item this meeting to ratify the agreement. He said this will allow the Red Dog Construction Company to use and pay for our electric service. He mentioned that Red Dog has it under review and we have not received their signed agreement back to date.

**Terry Ball moved to approve the agreement for the Bixby location. Barry Parsons second the motion. The motion passed unanimously.**

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

Considering the recent artic blast coupled with the holidays, Bobby Schultz said the low voucher number is understandable. There were 23 vouchers utilized in December. He reported the City of Bixby’s utility bill had a nice write-up and explanation on how to receive a voucher.

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

Bobby Schultz reviewed the media statistics citing we posted fewer items in the month of December. The number one post was in regard to recycling holiday lights. The series of posts were in regard to wrapping Christmas items with something reusable like a scarf.

Bobby Schultz said we have had two television interviews recently. He thanked Ali Kalenak and Patrick Hayes for agreeing to be interviewed. Ali handled the interview about the recycling directory, while Patrick discussed the upcoming smoke alarm event.

Regarding spring events, Bobby Schultz said we have an event April 15<sup>th</sup> in Bixby, April 22<sup>nd</sup> in Claremore, and April 29<sup>th</sup> in Broken Arrow. Tulsa’s Big Clean Spring is scheduled for March 4<sup>th</sup>.

**Item 10) Report of Friends of The M.e.t. Inc. Board Meeting January 6, 2023, Including Information on Grants, Funding Opportunity Efforts, and FY 2022 Progress Report**

Bobby Schultz reviewed the FY 21/22 Progress Report and reviewed the America Recycles Day celebration.

**Item 11) Comments by the Trustees**

There were no comments from the Trustees.

**Item 12) Comments from The Public**

There were no comments from the public.

**Item 13) New Business**

Scott Eudey expressed thanks to Terrie Hannam for her time at The M.e.t. There was no other new business.

**C. Adjourn**

**Robyn Murray moved to adjourn. Julie Monnot seconded the motion. The motion passed unanimously. The meeting adjourned at 1:40pm**

ATTEST:

Date Approved: 2-9-23

Chair

Secretary