

**METROPOLITAN ENVIRONMENTAL TRUST**  
**BOARD OF TRUSTEES MEETING**  
Thursday, April 13, 2023, 1:00PM  
St. Francis Conference Room, Tulsa Chamber of Commerce  
WTI, One West Third Street, Tulsa, OK  
*Meeting Minutes*

**Present**

Scott Eudey, Broken Arrow  
Ellen Bussert, Bixby  
Julie Monnot, Claremore  
Craig Stokes, Collinsville  
Barry Parsons, Jenks  
Lauren Kimbrough, Owasso  
Derek Campbell, Sand Springs  
James Rea, Tulsa County

**Not Present**

Robyn Murray, Coweta  
Jesse Hale, Glenpool  
Terry Ball, Tulsa  
Jessica Zwirtz, Wagoner

**Others**

Beth Ann Childs, Attorney  
Bobby Schultz, M.e.t  
Terrie Hannam, M.e.t  
Gayle Lewis, M.e.t.  
Patrick Hayes, M.e.t.  
Galea, Albano, Broken Arrow  
Gary Percefull, New Solutions  
Robert Lawrence, Show, Inc.  
Jerry Schuber, Broken Arrow  
Don Hinson, Tulsa  
Jacob Hagen, Tulsa  
Maureen Turner, Tulsa  
Scott Van Loo, Tulsa

The Trustees of The Metropolitan Environmental Trust met on April 13, 2023, with Agenda posted on April 5, 2023, with Tulsa City and County Clerks. Chair Scott Eudey called the meeting to order at 1:03 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) Consideration, Discussion, and Possible Approval of Minutes of the Board of Trustees Meeting on March 9, 2023**

Craig Stokes moved to approve the March 9, 2023, Minutes. Barry Parson seconded the motion. The motion passed unanimously.

**Item 2) Report from the Executive Director for March 2023, including specifics on Education, Meetings, and Meetings and Activities**

Bobby Schultz said there were several meetings this month, he reviewed the education after school programs and sustainability fair. He said there were many event planning meetings for the Big Spring Clean Event, Broken Arrow Trash Bash and Recycling Rally, and Enviro Expo. He said he gave an interview, with Glenpool TV "Conversations with the City" about recycling at the Glenpool M.e.t. Recycling center. Bobby Schultz also reviewed the *Outreach and Meetings* for March saying this helps spread the word about education, recycling, and events. He mentioned Sustainability Alliance First Thursday, OKRA Board meeting and North Tulsa Community Forum as a few of the outreach meetings.

**Item 3) 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. He said the Balance Sheet balanced in the amount of \$642,267.95. Bobby Schultz stated the liabilities and capital balanced. He reviewed the Income Statement's information. In reference to the General Ledger by Center, the revenue is half of what the expense is at most of our recycling centers. In reviewing Coweta and Glenpool, he pointed out a significantly higher expense to income ratio. He said he hopes the interview at Glenpool TV "Conversations with the City" will encourage residents to recycle and wants to find a way to encourage Coweta residents to increase their recycling efforts.

Item 3a) Review Budget Report, Consider Approval of Budget Report with Possible Amendment Transfers and/or Appropriations of Additional Revenues

Bobby Schultz reviewed the Income Statement showing details of expenditures and income. In reviewing the Budget Report, he noted the following items that were over the 75% of the year:

- Line 20 Total Budgeted Revenue and Actual Revenue were compared.
- Line 40 General Administration Total Budgeted Expense and Actual Expense were compared, and expenses were 75% under budget.
- Line 76 Recycling Depot Total Budgeted Expense and Actual Expense were compared, and the actual expense was well under budget.
- Line 103 Public Education, Events, and Collections Total Budgeted Expense and Actual Expense were reviewed.
- Line 108 Regional HHP Support -Vouchers Total Budgeted Expense and Actual Expense were compared and the actual expense was under 75%

Bobby Schultz noted that FY23 budget included \$1,995 more in income than expenses. He asked the board to increase expense Line 48 (Processing Services, Motor Oil and Paper Processing) by \$1,995 to balance the budget. The additional amount will help offset the shortage of budgeted revenue from the increase expense of newspaper.

**Craig Stokes moved to approve the amendment transfer. Julie Monnot seconded the motion. The motion passed unanimously.**

**Julie Monnot moved to approve the amended budget. Barry Parsons seconded the motion. The motion passed unanimously.**

Item 3b) Consider Approval of Receipts and Disbursements for March 2, 2023, through March 31, 2023, and April 1, 2023

Bobby Schultz reviewed the following disbursements:

- Check #26511 Halo Branded Solutions for \$377.50 for water bottles, a give-away for Enviro Expo
- Check #26525 Stand-By-Personnel for \$ 544.96 for temporary workers to load tires at the Big Spring Clean Event.
- Check #26529 Tulsa County Administrative Services for \$2,309.76 for directories used for education and events, the directories have been well received this year.
- Check# 26536 Boomerang Printing for \$45 for Gayle Lewis's business cards.
- Check #26542 Kathryn Barteel, for \$ 174.00 for intern services.
- Check #26552 Robertson Tire for \$399.00 for a trailer tire and a tire for 2019 Ford F250 field truck.
- Check #26555 Stand-By-Personnel for \$272.48 for Temp workers after Big Spring Clean Event to process batteries.



- Check #26560 Waste Management for \$211.77 for paper hauling, fuel, and enviro fees.

**Julie Monnot moved to approve the receipts and disbursements for March 2, 2023, through March 31, 2023, and for April 1, 2023. Barry Parsons seconded the motion. The motion passed unanimously.**

**Item 4) Presentation Discussion and Possible Action on Recycling Depot Program, including:**

**Item 4a) February Material & Revenue Depot Report with Operational Revenue Comparison**

Bobby Schultz reviewed the *Material & Revenue Report* and explained February solids decreased over January solids, but revenue increased. He reviewed the past 13 months of grafts, commenting e-waste stayed about the same, glass bottles and plastic bags increased, and oil decreased from the previous month. For Broken Arrow, he mentioned February's decline in collections, but noted an increase in revenue due to plastics and metal being higher in revenue. He reviewed Coweta, Sand Springs and Central's pounds and revenue numbers.

**Item 4b) Possible Updates on the East Tulsa Recycling Center and Central Tulsa Recycling Center**

Bobby Schultz said the Central Tulsa Recycling Center still has no updates for a new location. He said East Tulsa actually showed an increase in pounds after the last 12 months. Bobby Schultz said if he is unable to move East Tulsa Recycling Center, he expressed concern the site will need to close. Besides the site not being visible and having low collection amounts, he mentioned issues with the homeless.

**Item 5) Storage and Hauling Glass Bid**

5a) Bobby Schultz reviewed a comparison report of hauling expense on the glass bids and stated National Waste Disposal Inc. bid was the best proposal and is staff's recommendation.

5b) Bobby Schultz asked for appropriate action regarding the provision of storage and hauling glass services to be awarded to National Waste Disposal Inc. and for approval of an agreement.

**Craig Stokes moved to award the bid and approve an agreement with National Waste Disposal Inc. For FY 22/23 James Rea seconded the motion. The motion passed unanimously.**

**Item 6) Consideration, Discussion and Possible Approval of the Intergovernmental Agreement for the City of Tulsa's Regional Household Pollutant Collection Facility and Participation**

Bobby Schultz asked for approval of Intergovernmental Agreement for the City of Tulsa's Regional Household Pollutant Collection Facility and Participation with The M.e.t. for fiscal year 2023-2024. He stated that the agreement is the same as last year's agreement.

**James Rea moved to approve the agreement for Intergovernmental Agreement for the City of Tulsa's Regional Household Pollutant Collection Facility and Participation For FY 23/24 Ellen Bussert seconded the motion. The motion passed unanimously.**

**Item 7) Consideration, Discussion and Possible Action, Including Approval of a Memorandum of Extension of Term of Second Joint Cooperative Interlocal Agreement between the Metropolitan Environmental Trust, and the Tulsa Authority for the Recovery of Energy.**

Bobby Schultz asked for approval of a Memorandum of Extension of Term of Second Joint Cooperative Interlocal Agreement between the Metropolitan Environmental Trust, and the Tulsa Authority for the Recovery of Energy. He stated that the agreement is the same renewal as last year.

**James Rea moved to approve the Memorandum of Extension of Term of Second Joint Cooperative Interlocal Agreement between the Metropolitan Environmental Trust, and the Tulsa Authority for the Recovery of Energy for FY 23/24. Barry Parson seconded the motion. The motion passed unanimously.**



**Item 8) Household Pollutant Regionalization, including Voucher Numbers Utilized**

Bobby Schultz reviewed the *Voucher Accounting Report* for March 2023, he stated that March was higher in part to the Big Spring Clean Event at the first of the month.

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

Bobby Schultz reviewed the media statistics. He pointed out our educator Ali Kalenak's article in *The Crow Creek CAW Newsletter*, her article is about litter cleanups. He also mentioned the advertisement flap in Tulsa World for the Tulsa Drillers promotions with the M.e.t. promoting the Go Green Night.

Bobby Schultz announced there are still more events in the future and he displayed flyers for the following:

- April 15, 2023, Tire & E-waste in Bixby
- April 21, 2023, Earth Day 2023 at Chandler Park
- April 22, 2023, Earth Day Celebration at Guthrie Green
- April 22, 2023, Household Hazardous Waste Collection Event in Claremore
- April 22, 2023, Prescription Take Back Day at Central Tulsa
- May 4-6, 2023, Collinsville Spring Clean Event
- May 6, 2023, Special Collection Event, City of Collinsville
- May 12 and 13, 2023, Smoke Alarm and Fire Extinguisher Collection Event
- Two Special events – April 19 is Enviro Expo at Guthrie Green. Attendees can enter to win a one-night stay at Frontier Hotel in Pawhuska and a \$50.00 gift card. There will also be food trucks and This Machine will be available for transportation to the event. April 20 is Go Green Night at Tulsa Drillers

**Item 10) Report of Friends of The M.e.t. Inc. Including Information on Grants and Funding Opportunity Efforts**

Bobby Schultz presented information from The Friends of The M.e.t. Inc.'s Board of Directors' meeting on April 6, 2023. He announced that Friends' President Jill Norman has accepted a position out of state and Mike Melega was voted in as new president. Bobby Schultz said the Friends of The M.e.t. received sponsorships for the Enviro Expo and expressed thanks to the following: ONEOK the naming sponsor for \$2000 and they are presenting the Euchee Butterfly Farm. Other sponsors are OKRA, US Ecology, Under the Canopy, Tulsa Master Recyclers, PSO, and Keep Oklahoma Beautiful. He mentioned sponsorship for The Tulsa Drillers Go Green Night, by HF Sinclair. He also said that the Friends Board will be reimbursing The M.e.t. for the Enviro Expo expenses.

**Item 11) Comments by the Trustees**

Scott Eudey thanked Terrie Hannam for her dedication to The M.e.t. He told her that he always appreciated her smile every time he came into the office and he could always tell she had a smile on her face when she would talk to him on the phone. Scott Eudey and the Board members thank her for her service. Craig Stokes said he could not have said it better than Scott Eudey and he told her thank you. Scott Eudey wished her a Happy Retirement.

**Item 12) Comments from The Public**

Terrie Hannam said how thankful she was to have been part of The M.e.t. and the growth of the organization. She thanked the Board and was proud of the Beneficiaries for always promoting The M.e.t and the mission toward environmentalism.

**Item 13) New Business**

Scott Eudey commented on the report Terrie Hannam submitted to The M.e.t. Board, "Brief History, The



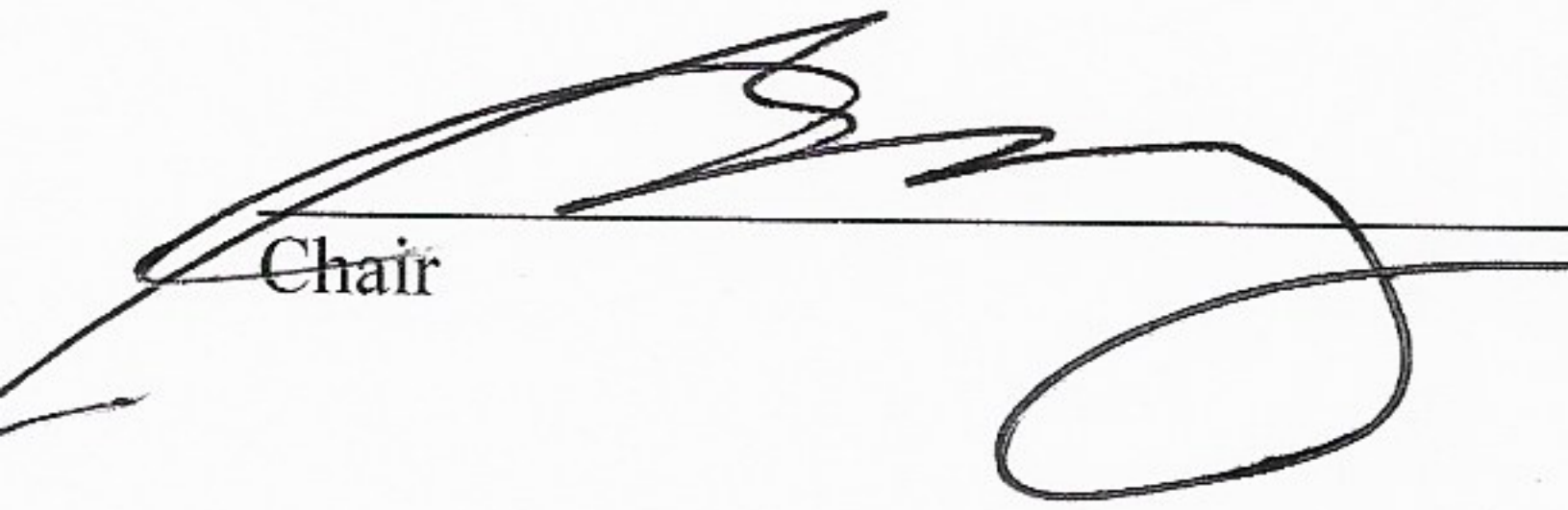
Metropolitan Environmental Trust.” She commented that she was very proud of the work that The M.e.t has done over the years. She particularly pointed out the collection of 932,124 gallons of used motor oil. She thanked everyone again for making her time at The M.e.t. a gratifying experience.

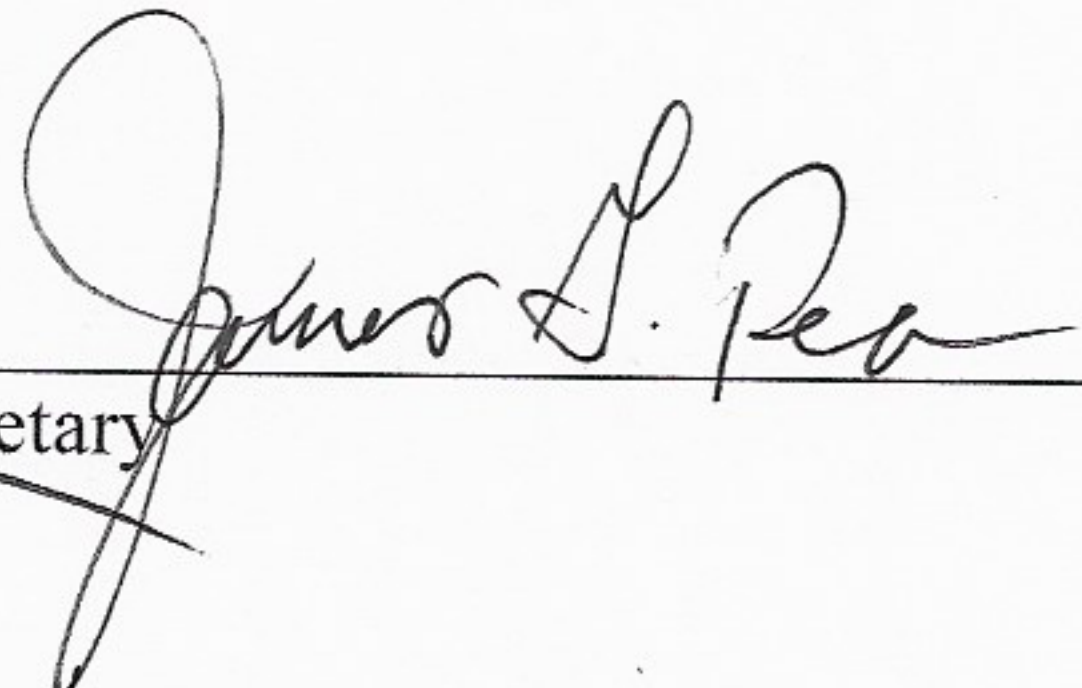
**C. Adjourn**

**James Rea moved to adjourn. Julie Monnot seconded the motion. The motion passed unanimously. The meeting adjourned at 1:42 pm**

ATTEST:

Date Approved: 5-11-23

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Chair

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Secretary