



Nevada Board for the Regulation of Liquefied Petroleum Gas
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Board Meeting Minutes March 17, 2023

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Bryan Milton			A			
Lacey Parrott	X		W			
Jennifer Herz		X				Zoom
Mike Eriksen						Zoom
Karl Hahn						Zoom
David Klein						Zoom

NOTE: This meeting was digitally recorded. The digital file will be maintained in the Board office for a period of one year after the meeting was adjourned.

Minutes recorded by: Katie Bavaro

1) Call to order

The meeting was called to order at 10:00 am by Lacey Parrott, Vice Chairman

2) Self introduction. (Members, staff and guests, including persons on the telephone)

Board members:
Bryan Milton – representing Industry – *Not Present*
Lacey Parrott – representing Rural Fire Service
Jennifer Herz – representing propane consumers of Nevada – *Zoom*
Mike Eriksen – representing Industry – *Zoom*
Karl Hahn - representing propane consumers of Nevada – *Zoom*
David Klein - representing City Fire Service - *Zoom*

Staff:
Rick Drake – Chief Inspector
Mark Orr – Field Inspector - *Zoom*
Katie Bavaro – Office Manager
Sam Taylor – Deputy Attorney General

Audience: Amy Hagen – High Country Propane

3) Public comments. The Board may discuss the matters but may not act on the matters at this meeting. If the Board desires, the matters may be placed on a future agenda for action. **Public comments will be limited to 5 minutes per person at the discretion of the Chairman.**

There were none.

4) ***For possible action** the approval disapproval/changes of the minutes of the 2/17/2023 meeting of the Board.

Motion: David Klein: Motioned to approve the minutes from previous month's meeting.
Second: Jennifer Herz
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

5) Board member comments.

Jennifer Herz - No comment
Mike Eriksen - No comment
Karl Hahn - Requested any snow removal information.
David Klein - No comment
Lacey Parrott- No comment

6) ***For possible action** CONSENT AGENDA ITEMS: The following license applications will be presented to the Board for consideration and approval as a consent item. Any Board member or member of the public may request that an application be removed from the consent agenda and discussed and voted on individually.

A) Class 1 Licenses

There were none.

B) Class 2B Licenses

Mr. Drake noted that there are (6) Class 2B applications. Staff has reviewed the applications; all are in order. Staff recommends approval of all.

Motion: Jennifer Herz: Motioned to approve item #6B Class 2B licenses items #1-6.
Second: David Klein
Discussion: None -
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

1. Circle K Stores, Inc. dba: **Circle K #2709563**; 5562 Simmons St., N Las Vegas NV 89031
2. Louie's Home Center dba: **Louie's Ace Home Center #17524S**; 3 Flowery Dr, Dayton NV 89403
3. Platinum Management Group 11 LLC dba: **Z Mart Supermarket 2**; 2405 Belmont St., N Las Vegas NV 89030
4. Anika Sunrise, Inc dba: **7-Eleven #29665D**; 6310 E Lake Mead Blvd., Las Vegas NV 89156
5. LV Petroleum LLC dba: **US Market Craig**; 2841 W Craig Rd., N Las Vegas NV 89032
6. Albertson's LLC dba: **Albertson's #3021**; 10140 W Flamingo Rd, Las Vegas NV 89147

C) Class 3 Licenses

There were none.

D) Class 4 Licenses

Mr. Drake reported that there are (3) Class 4 applications. All applications are in order and Staff recommends approval of all.

Motion: Karl Hahn: Motioned to approve item #6D Class 4 licenses items #1-3.
Second: Mike Eriksen
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

1. Ramon Ramirez dba: **Chino's Express Lube & Tire**; 4700 Reno Hwy, Fallon NV 89406
2. Louie's Home Center dba: **Louie's Ace Home Center**; 3 Flowery Dr, Dayton NV 89403
1. **Sammy's Food Service, Inc.**; 63 N 30th St., Las Vegas NV 89101

E) Class 5 Licenses

There were none.

7) Deputy Attorney General's comments.

Mr. Taylor had no comments. Mr. Taylor did have questions on the status of the Governor's Executive Orders that the Board was required to respond to. Mr. Drake gave an update and will touch base with his contact next week.

8) Staff Reports (Report on inspections, investigations, training, Certificate of Competency exams, vehicles, Governor's Office, NRS, NAC, and P & P changes in progress.)

Office Manager – Ms. Bavaro read her report and noted that there are 1862 licensees as of 02/28/2023 and 432 valid COC holders as of 02/28/2023. There were no COC exams administered since the last meeting. Mr. Drake has the update on the software contract. Ms. Bavaro had nothing new to report on Policy and Procedures but noted that Staff secured Macy & Associates (former Auditor) for the next three years at considerably less money than the last audit. The Workers Compensation audit is due no later than March 31, 2023.

Field Inspector – Mr. Orr gave his report and commented that inspections are up to date and there were (4) COC exams administered since the last meeting. Mr. Orr noted that he will be coming up to Reno for a Mobile Food Facility training given by Mr. Eric Smith for the local Fire Personnel on Thursday April 6, 2023.

Chief Inspector – Mr. Drake read his report and noted that there was a propane tank punctured in the Lake Tahoe area that was reported to Mr. Smith by a friend of his on the fire department. No incident occurred as a result of the punctured tank. Mr. Drake reported that the software is coming along and may go live next week. Mr. Taylor had questions on the relative enforcement of the software. Mr. Drake gave the snow and now rain report and that there have not been any incidents reported to the Board to date. Questions on the securing tanks located in potential flood zones, this issue is addressed in NFPA 58. As for the Governor's

Executive Orders, Mr. Drake reiterated what he reported on the DAG's questions. Staff continues to address the BDR and Fiscal Notes for the Legislature as required.

9) ***For possible action** the review of the financial reports (profit and loss, budget, audit, etc.), the Oversight Committee report, the movement of funds between the Board's existing and/or new accounts and other items related to the Board's finances.

Mr. Hahn read the Oversight Committee Report and commented that the Board is doing great and that everything looks good.

Motion: David Klein: Motioned to approve the Oversight Committee Report.
Second: Jennifer Herz
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

Mr. Klein read the financial reports noting that the net income for the month of February was a net loss of <\$1800.60> which is not much different for this time of year. The budget is in balance and 67% of the budget year has expired. Income is at 61.4% and expenses at 59.6% giving the Board a net income to date of \$7747.96.

Motion: Karl Hahn: Motioned to approve the Profit & Loss and Budget reports as presented.
Second: Jennifer Herz
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

10) ***For possible action** – Election of Board Officers

Mr. Drake relayed Mr. Milton's interest in remaining Chairman in his absence. Ms. Parrott put the question to the Board to see if all were in agreement for the officers to remain the same.

Motion: David Klein: Motioned to approve the current officers remain the same.
Second: Jennifer Herz
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

11) Chairman's request for items to be included on the next agenda.

Nothing new for the next agenda.

12) ***For possible action** the approval of Board members' compensation, Per Diem and travel expenses.

Motion: David Klein: Motioned to approve item # 12.
Second: Karl Hahn
Discussion: None
In Favor: David Klein, Karl Hahn, Mike Eriksen, Jennifer Herz and Lacey Parrott
Opposed: None

13) Public comments. The Board may discuss the matters but may not act on the matters at this meeting. If the Board desires, the matters may be placed on a future agenda for action. **Public comments will be limited to 5 minutes per person at the discretion of the Chairman.**

There were none.

14) *Adjourn – Adjourned at 10:41 am.

