



Nevada Board for the Regulation of Liquefied Petroleum Gas  
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## Board Meeting Minutes October 15, 2021

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Mike Eriksen						<i>Not Present</i>
Lacey Parrott						<i>Not Present</i>
Bryan Milton		<del>BM</del>	<i>BM</i>			
Karl Hahn	<i>X</i>					<i>Zoom</i>
David Klein			<i>X</i>			<i>Zoom</i>
Jennifer Herz		<i>X</i>				<i>Zoom</i>

**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 1:00 pm by Bryan Milton, Acting Chairman

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

Board members: Mike Eriksen – representing Industry – *Zoom*  
 Lacey Parrott – representing Rural Fire Service - *Zoom*  
 Bryan Milton – representing Industry  
 Karl Hahn - representing propane consumers of Nevada – *Zoom*  
 David Klein - representing City Fire Service – *Not Present*  
 Jennifer Herz – representing propane consumers of Nevada – *Zoom -joined meeting at 1:05 pm*

Staff: Rick Drake – Chief Inspector  
 Eric Smith – Director of Education and Code Development  
 Mark Orr – Field Inspector - *Zoom*  
 Katie Bavaro – Office Manager  
 Michelle Briggs – Chief Deputy Attorney General – *Zoom*

Audience: Zeth Macy – Schettler Macy & Associates – Zoom  
Cassandra Russo – AmeriGas – Zoom – joined meeting at 1:10pm

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 09/17/2021 meeting of the Board.

Motion: Lacey Parrott: Motioned to approve the minutes from the 09/17/2021 Board meeting.  
Second: Karl Hahn  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

5) Board member comments.

Mike Eriksen -	No comment
Lacey Parrott -	No comment
Karl Hahn -	Questioned any snow projection for this winter
Jennifer Herz -	No comment
Bryan Milton -	No comment

#### ITEM #10 WAS TAKEN OUT OF ORDER

10) **\*For possible action** – review and approval of the final audit for FY 2020-21 to be submitted to LCB on or before December 1, 2021.

Mr. Drake introduced Mr. Macy to present the audit results. Mr. Macy touched on items in the report noting that the audit went smoothly. The Board conformed with all generally accepted accounting principles and complied with all Government Auditing Standards. The end result was a clean audit.

Motion: Karl Hahn: Motioned to accept the audit as presented.  
Second: Lacey Parrott  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

**Mr. Macy left the meeting at 1:15 pm.**

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 reported that there are 9 Class 2B license applications. Staff has reviewed all the applications and found them to be in order. Staff recommends approval of all.

Motion: Jennifer Herz: Motioned to approve item #6B Class 2B license item #1-9.  
Second: Lacey Parrott  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

1. 26994, Inc. dba: **7-Eleven #26994C**; 903 N Pecos Ave., Las Vegas NV 89101
2. LV Petroleum dba: **US Gas Rainbow**; 10130 S Rainbow Blvd., Las Vegas NV 89178
3. LV Petroleum dba: **US Gas Blue Diamond**; 10130 Blue Diamond Rd., Las Vegas NV 89139
4. LV Petroleum dba: **US Centennial**; 70 E Centennial Pkwy, N Las Vegas NV 89084
5. LV Petroleum dba: **US Gas Sahara**; 7790 W Sahara Ave., Las Vegas NV 89117
6. LV Petroleum dba: **US Gas Mesquite**; 798 W Mesquite Blvd., Mesquite NV 89027
7. 20826, Inc. dba: **7-Eleven #20826E**; 1600 N Decatur Blvd., Las Vegas NV 89108
8. 32826, Inc. dba: **7-Eleven #32826D**; 920 N Buffalo Dr., Las Vegas NV 89128
9. Las Vegas Ace dba: **Southern Highlands Ace Hardware**; 10630 So Highlands Pkwy, Las Vegas NV 89141

## C) Class 3 Licenses

Mr. Drake relayed that there are two Class 3 applications however item #2, Sammy's Food Service, is being withdrawn for being incomplete. Staff has reviewed the application for Van City and recommends approval.

Motion: Karl Hahn: Motioned to approve item #6C Class 3E license item #1.  
Second: Lacey Parrott  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

1. Wagon Trail RV LLC dba: **Van City RV**; 6385 S Arville St., Las Vegas NV 89118

## D) Class 4 Licenses

Mr. Drake reported that there is a Class 4 license in Imlay, NV. Staff has reviewed the application and recommends approval.

Motion: Karl Hahn: Motioned to approve item #6D Class 4 license item #1.  
Second: Mike Eriksen  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

1. James Hayes dba: **Little Nevada Enterprises**; 955 E Frontage Rd., Imlay NV 89418

## E) Class 5 Licenses

There were none.

**7) Deputy Attorney General's comments.**

Ms. Briggs had no comment.

**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 1854 licensees as of 09/30/2021 and 404 valid COC holders as of 9/30/2021. There were 2 COC exams administered in Carson City and 7 in Elko since the last meeting. The Per Diem rates for meals increased by a few dollars in Washoe County and Las Vegas. No change in the hotel room rates. These changes were effective 10/01/2021. The Thentia software contract has been entered into the State's CETS system and we are waiting for confirmation on when it will be on the Board of Examiners Agenda. Mr. Drake has updated information in his report.

**Field Inspector** – Mr. Orr gave his report and commented that he has been working with the Mobile Food builders. Mr. Smith asked Mr. Orr to talk about the Mobile Food Expo to be held on Thursday 12/2/2021 at Cashman Field in Las Vegas. Mr. Orr noted all the agencies that are participating that is basically a "one stop shop" for permits, inspections etc. Mr. Smith noted that Staff will be making a presentation at the Expo on safety. There were questions on whether or not a similar event will be happening in the North. There are no plans at this time.

**Director of ECD** – Mr. Smith reported that no trainings have been held since the last meeting. The NFPA scheduled was updated and Mr. Smith noted that all meetings have been held via Zoom. The Director's vehicle will be traded in and Mr. Smith has turned this vehicle over to the Chief Inspector.

**Chief Inspector** – Mr. Drake read his report and noted that inspections for areas 1 are finished for the year. The progress of the software contract was updated in that Mr. Drake has taken the required copies over to the Clerk of the Board of Examiners to be placed on the December agenda. Mr. Drake also updated the status of the new Field Inspector vehicle. Ms. Russo questioned whether or not the Board is proposing any changes to the NAC or NRS at this time. No proposed changes are in the works.

**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 gave his report and noted that there are noted changes and everything is looking good.. The CD will mature on December 15, 2021 and there were no accounts over 30 days. Mr. Hahn noted that it will be interesting to see how the amount of the "cash back" earned on the credit card relates to the interest earned on the CD.

**Motion:** Mike Eriksen: Moved to accept the Oversight Committee Report.  
**Second:** Jennifer Herz  
**Discussion:** None  
**In Favor:** Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
**Opposed:** None

Mr. Smith read the financial reports in Mr. Klein's absence. The profit and loss report for the month of September shows a net income of \$285.25. With 25% of the budget expired income is at 26.33% and expenses coming in at 19.92% giving the Board a net income of \$26,995.26 for the year to date.

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

**ITEM #10 WAS TAKEN OUT OF ORDER**

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

There are no new items for next month's agenda.

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

Motion: Karl Hahn: Motioned to approve Board members compensation, per diem and travel expenses.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, Jennifer Herz and Bryan Milton  
Opposed: None

13) Public comment. 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.**

Mr. Smith spoke with Ms. Russo about past association with the Board.

14) \*Adjourn -- *Meeting was adjourned at 1:36 pm.*

