



Nevada Board for the Regulation of Liquefied Petroleum Gas  
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## Board Meeting Minutes June 18, 2021

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Mike Eriksen			X			Zoom
Lacey Parrott						Not Present
Bryan Milton			Am			
Karl Hahn			X			Zoom
David Klein		X				Zoom
Jennifer Herz	X					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 1:14 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 – joined the meeting at 1:24 pm  
 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

Staff: Rick Drake – Chief Inspector  
 Eric Smith – Director of Education and Code Development  
 Mark Orr – Field Inspector  
 Katie Bavaro – Office Manager  
 Peter Keegan – Deputy Attorney General – Not Present

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 05/21/2021 meeting of the Board.

Motion: Karl Hahn: Motioned to approve the minutes from the 05/21/2021 Board meeting.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, and Bryan Milton  
Opposed: None

5) Board member comments.

Jennifer Herz –	No comment
Karl Hahn -	No comment
Lacey Parrott –	No comment
Bryan Milton -	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

Mr. Drake relayed that Comstock Propane took over an AmeriGas yard on Timber Ct. in Gardnerville. This plant has been in service and inspections are up to date. Staff recommends approval.

Motion: Karl Hahn: Motioned to approve the Class 1B application for Comstock Propane.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, and Lacey Parrott  
Opposed: None  
Abstain: Bryan Milton

1. Comstock Propane; 1706 Timber Ct., Gardnerville NV 89410

#### B) Class 2B Licenses

Mr. Drake reported that Staff has reviewed all of the applications and found them in order. Staff recommends approval of all.

Motion: Karl Hahn: Motioned to approve item #6B Class 2B licenses item #1-8.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, and Bryan Milton  
Opposed: None

1. HKHR, Inc. dba: 7-Eleven #38749A; 8810 Lindell Rd., Las Vegas NV 89139
2. Midjt Market, Inc. dba: Green Valley Grocery #68; 501 Dale St., Henderson NV 89044
3. Midjt Market, Inc. dba: Green Valley Grocery #70; 10480 S Las Vegas Blvd., Las Vegas NV 89183

4. Midjt Market, Inc. dba: **Green Valley Grocery #75**; 2101 S Magic Way, Henderson NV 89002
5. Midjt Market, Inc. dba: **Green Valley Grocery #62**; 6799 S US Hwy 93, Hiko NV 89017
6. City Express #8 LLC dba: **Trop Stop**; 4885 W Tropicana Ave., Las Vegas NV 89103
7. Green Horizons Acquisitions LLC dba: **Get N Go Cheyenne**; 1450 W Cheyenne, N Las Vegas NV 89030
8. Green Horizons Acquisitions LLC dba: **Get N Go Giles**; 2816 W Craig Rd., N Las Vegas NV 89032

### C) Class 3 Licenses

Mr. Drake noted that this Class 3E is for Vegas Custom Food Trucks. The application and COCs are in order and Staff recommends approval.

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

### D) Class 4 Licenses

Mr. Drake reported that there are 5 applications, one being a new installation. All applications have been reviewed and Staff recommends approval.

Motion: Karl Hahn: Motioned to approve item #6D Class 4 licenses item #1-5.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, and Bryan Milton  
Opposed: None

1. Midjt Market, Inc. dba: **Green Valley Grocery #70**; 10480 S Las Vegas Blvd., Las Vegas NV 89183
2. RC & Sons Inc. dba: **Quick Mart-Port of Subs #175**; 995 Broyles Ranch Rd., Battle Mountain NV 89820
3. City Express #8 LLC dba: **Trop Stop**; 4885 W Tropicana Ave., Las Vegas NV 89103
4. R&R Enterprises, LLC dba: **Picketts RV Park**; 115 Broadway, Alamo NV 89001
5. Morton's Truck Stops Inc; 1000 E Cheyenne Ave., N Las Vegas NV 89030

**Mr. Eriksen joined the meeting at 1:24 pm.**

### E) Class 5 Licenses

Mr. Drake relayed that there is one Class 5 application which is a temporary road construction company. The application is in order and Staff recommends approval.

Motion: Jennifer Herz: Motioned to approve item #6E Class 5 licenses item #1.  
Second: Mike Eriksen  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, Mike Eriksen and Bryan Milton  
Opposed: None

**Returned to item #5 Board member comments. Mr. Eriksen had no comment.**

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

Mr. Keegan was not present.

**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 gave her report and noted that there are 1851 licensees as of 05/31/2021 and 420 valid COC holders. There were 16 COC exams administered since the last meeting, 8 in Carson City and 8 in Elko. Ms. Bavaro noted there was an adjustment for PEBP however the budget will not be adjusted as the amount is minimal.

**Field Inspector** – Mr. Orr gave his report and noted that inspections are on schedule and up to date. There were no COC exams administered since the last meeting. Mr. Orr and Mr. Smith worked together on a CETP 5.1 Designing and Installing Dispenser Systems in Las Vegas. It was an opportunity to bring together both veteran and younger service technicians together. It was a great opportunity for some to brush up their skills while others it was a new experience.

**Director of ECD** – Mr. Smith noted the CETP 5.1 dispenser training with 5 in attendance. CETP 1.0 will be held in Carson City June 15-16. A training class is scheduled for the Carson City, Reno and Truckee Meadows fire inspectors on how to inspect a Mobile Food Facility on July 21<sup>st</sup> and are expecting 20 attendees. Mr. Smith and Mr. Orr are also in talks with Clark County about performing the same training for approximately 50 of their inspectors. Mr. Smith reviewed the NFPA Technical Committee schedules.

**Chief Inspector** – Mr. Drake read his report and noted that inspections for areas 1 & 2 are being done as scheduled. Paperwork has been submitted to the Board of Examiners for the July 13<sup>th</sup> meeting to purchase the new vehicle for the Field Inspector. The Governor has not made any appointments this year for any Board members according to the Governor's Boards and Commissions Program Officer. The letters that were sent out were an expression of gratitude to those that served over the past year during the pandemic. The Legislature came to an end on June 1, 2021 and it appears there were no bills passed that would have any significant impact on the this Board.

**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 all is well and there are no problems to report. There were no accounts over 30 days. The CD is set to mature and the Board agreed to let it rollover.

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

Mr. Smith reviewed the financial reports in Mr. Klein's absence. The profit and loss report for the month shows a net income of \$305.56. With the budget year 92% expired the income is at 88.2% and the expenses are at 80.6% the net income for the budget year to date is \$31,702.51.

Motion: Karl Hahn: Motioned to approve the financial reports.  
Second: Mike Eriksen  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, Mike Eriksen and Bryan Milton  
Opposed: None

Motion: Karl Hahn: Motioned to rollover the Board's CD.  
Second: Jennifer Herz  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, Mike Eriksen and Bryan Milton  
Opposed: None

10) \*For possible action - Review and approve the proposed budget for FY 2021-22.

Mr. Drake commented on the software from Thentia at approximately \$12,000 and the new vehicle for the Field Inspector and both of these items should be covered. Mr. Hahn commented that a good portion of the monies is due to the lack of travel last fiscal year. Travel will resume this year.

Motion: Karl Hahn: Motioned to approve the proposed budget for FY 2021-22.  
Second: Lacey Parrott  
Discussion: None  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, Mike Eriksen and Bryan Milton  
Opposed: None

11) \*For possible action – Employee evaluations for the Chief Inspector and the Director of Education and Code Development.

Board members submitted their scores verbally. Overall scores for both the Chief Inspector and Director of Education and Code Development were excellent.

Motion: Mike Eriksen: Motioned to approve the 3% increase for Staff.  
Second: Jennifer Herz  
Discussion: The raise given is COLA. There was question of a merit as well. No merit will be given this year.  
In Favor: Jennifer Herz, Karl Hahn, Lacey Parrott, Mike Eriksen and Bryan  
Opposed: None

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

The WPGA annual conference in August in Reno.

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

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

14) 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.**

There were none

18) \*Adjourn -- Meeting was adjourned at 2:10 pm.

