



Nevada Board for the Regulation of Liquefied Petroleum Gas
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Board Meeting Minutes April 21, 2023

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Bryan Milton						<i>Not Present</i>
Lacey Parrott		<i>X</i>				<i>Zoom</i>
Jennifer Herz			<i>X</i>			<i>Zoom</i>
Mike Eriksen			<i>X</i>			<i>Zoom</i>
Karl Hahn	<i>X</i>					<i>Zoom</i>
David Klein			<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 10:00 am by Bryan Milton, Chairman

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

Board members:
 Bryan Milton – representing Industry
 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

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 3/17/2023 meeting of the Board.

Motion: Lacey Parrott: Motioned to approve the minutes from the 3/17/2023 meeting.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn, David Klein and Bryan Milton
Opposed: None

5) Board member comments.

Lacey Parrott-	The State Fire Marshal's fire prop is ready and has proven to be a great training apparatus.
Jennifer Herz -	No comment
Mike Eriksen -	No comment except that the Propane Days at the Legislature on 4/4/2023 had a good turnout and was a very productive day.
Karl Hahn -	Requested any snow removal information. None to date.
David Klein -	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

There were none.

B) Class 2B Licenses

Mr. Drake noted that there are (7) Class 2B applications. Staff has reviewed the applications; all are in order. Staff recommends approval of all.

Motion: Lacey Parrott: Motioned to approve item #6B Class 2B licenses items #1-7.
Second: David Klein
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn, David Klein and Bryan Milton
Opposed: None

1. Maverik, Inc. dba: **Maverik #716**; 447 Ventosa St., Wells NV 89835
2. Al Mason dba: **Lahontan Market & Supplies**; 1375 E Fir Ave, Silver Springs NV 89429
3. T-Mart Inc. dba: **Home Hardware & Variety (Orgill)**; 387 S Moapa Valley Blvd, Overton NV 89040

4. Terrible Herbst, Inc. dba: **Terrible's #395**; 5530 W Warm Springs Rd., Las Vegas NV 89118
5. Terrible Herbst, Inc. dba: **Terrible's #701**; 1 Main St., Jean NV 89019
6. Bajwa Gas LLC dba: **7-Eleven #22581D**; 3085 S Virginia St., Reno NV 89502
7. Walmart Stores Inc. dba: **Walmart #1648**; 3770 US Hwy 395 S, Carson City NV 89705

C) Class 3 Licenses

Mr. Drake relayed that was (1) Class 3B application. The application was reviewed and found to be in order. Staff recommends approval.

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

1. **RVTech2U LLC**; 3370 Southridge Ave, Las Vegas NV 89121

D) Class 4 Licenses

Mr. Drake reported that there are (2) Class 4 applications. All applications are in order and Staff recommends approval of all.

Motion: Jennifer Herz: Motioned to approve item #6D Class 4 licenses items #1-2.
Second: Karl Hahn
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn, David Klein and Bryan Milton
Opposed: None

1. NIRVC-NV LLC dba: **National Indoor RV Center**; 4640 Nexus Way, N Las Vegas NV 89115
2. Love's Travel Stops and Country Stores dba: **Love's Travel Stop #246**; 825 Commerce Center Dr, Fernley NV 89408

E) Class 5 Licenses

Mr. Drake relayed that there is (1) Class 5 license. This application is a second location for Southwest Energy. The application is in order and Staff recommends approval.

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

1. **Nevada Southwest Energy LLC**; 2781 SR 766, Carlin NV 89822

7) Deputy Attorney General's comments.

Mr. Taylor had no comments.

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 1867 licensees as of 03/31/2023 and 440 valid COC holders as of 03/31/2023. There were (3) COC exams administered since the last meeting in Carson City. Mr. Drake has the update on the software contract. Ms. Bavaro had nothing new to report on Policy and Procedures but noted that the Workers Compensation audit was completed, and payroll was under reported by \$61. The draft budget for FY 2023-24 will be discussed in item #10.

Field Inspector – Mr. Orr gave his report and commented that inspections are up to date and there were (6) COC exams administered since the last meeting. Mr. Orr has been able to work with the Mobile Food Facility (MFF) builders and inspectors. The Food Expo held on 4/18/2023 had a great turnout. The event was attended by an MFF Reno Inspector who hoped to bring the interest up North. There was interest in a possible AHJ/MFF task force.

Chief Inspector – Mr. Drake read his report and noted that the MFF training given on 4/6/2023 was better received this time around and had a better turnout. Mr. Drake reported that the software is up and running and we are still working out language etc. and also gave an update on the Governor's Executive Order #004. Staff is keeping up on the Fiscal Note requests. Executive Order #003 was discussed, and Mr. Taylor recommended drafting a memo to document the contact Mr. Drake has had with the Governor's office.

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 entertained any questions from the other Board Members.

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

Mr. Klein read the financial reports noting that the net income for the month of March was \$11,128.76. The budget is in balance and 75% of the budget year has now been expended. Income is at 70.6% with expenses at 66.34% giving the Board a net income to date of \$17,609.92. Budget is looking good. Mr. Klein also reported on the A/R Summary.

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

10) For discussion – Proposed budget for FY 2023-24

Ms. Bavaro reported on the draft budget indicating that PERS has increased from 29.75% to 33.50% (3.75%). Salaries had a proposed increase of 2.3% with a total increase to the budget of 4.175%. Staff is

waiting to see if there will be an increase for PEBP. If so, the budget will be adjusted accordingly. There has already been an increase in the web page software that will also affect the current draft budget. There was discussion on the billing by the DAG.

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

Item #10 will remain on the agenda.

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

Motion: Lacey Parrott: Motioned to approve Board members compensation and travel expenses.
Second: Jennifer Herz
Discussion: None
In Favor: Lacey Parrott, Jennifer Herz, Mike Eriksen, Karl Hahn, David Klein and Bryan Milton
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 11:04 am.

