



Nevada Board for the Regulation of Liquefied Petroleum Gas  
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## Board Meeting Minutes May 21, 2021

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Mike Eriksen			X			Zoom
Lacey Parrott			X			Zoom
Bryan Milton			BM			
Karl Hahn	X					Zoom
David Klein						Not Present
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 1:07 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 - Not Present  
 Bryan Milton – representing Industry  
 Karl Hahn - representing propane consumers of Nevada – Zoom  
 David Klein - representing City Fire Service – Zoom  
 Jennifer Herz – representing propane consumers of Nevada – Zoom

Staff:  
 Rick Drake – Chief Inspector  
 Eric Smith – Director of Education and Code Development – Not Present  
 Mark Orr – Field Inspector - Zoom  
 Katie Bavaro – Office Manager  
 Peter Keegan – 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 04/16/2021 meeting of the Board.

Motion: Jennifer Herz: Motioned to approve the minutes from the 04/16/2021 Board meeting.  
Second: Karl Hahn  
Discussion: None  
In Favor: David Klein, Mike Eriksen, Karl Hahn, Jennifer Herz, and Bryan Milton  
Opposed: None

5) Board member comments.

David Klein –	Has had questions about an issue with a tank and is referring them to Mr. Orr. Mr. Orr stated he has gotten to the bottom of the issue and things are now moving in a positive direction.
Mike Eriksen -	May be termed out in service to the Board after receiving a letter.
Karl Hahn -	He may be in the same boat in terms of limitation of 12 years of service. Any snow load issues? None.
Jennifer Herz –	No comment
Bryan Milton -	Mr. Eriksen's issue will resolve itself and he will continue to serve until replaced.

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 relayed half of the applications are new installations and half are ownership changes. Staff has reviewed the applications found them in order and Staff recommends approval of all.

Motion: Karl Hahn: Motioned to approve item #6B Class 2B licenses item #1-10.  
Second: David Klein  
Discussion: None  
In Favor: David Klein, Mike Eriksen, Karl Hahn, Jennifer Herz, and Bryan Milton  
Opposed: None

1. Cashell Enterprises LLC dba: **Topaz Lodge Market**; 1979 US Hwy 395, Gardnerville NV 89410
2. Winco Foods LLC dba: **Winco Foods #17**; 2855 Northtowne Lane, Reno NV 89512
3. Winco Foods LLC dba: **Winco Foods #12**; 9750 S Virginia St., Reno NV 89511
4. Aliante Wolf LLC dba: **Arco AM PM 66457**; 7235 N Aliante Pkwy, N Las Vegas NV 89084
5. Terrible Herbst, Inc. dba: **Terrible's #344**; 3425 Volunteer Blvd., Henderson NV 89044

6. Akaam, Inc. dba: **7-Eleven #15478F**; 4880 Boulder Hwy, Las Vegas NV 89121
7. Nimbus, Inc., dba: **7-Eleven #29638C**; 4615 E Tropicana Ave., Las Vegas NV 89121
8. Short Line Operations LLC dba: **Short Line Express Market #16**; 2151 N Rancho Dr., Las Vegas NV 89103
9. Short Line Operations LLC dba: **Short Line Express Market #17**; 9111 S Las Vegas Blvd., Las Vegas NV 89123
10. Sam'w West, Inc. dba: **Sam's Club #6382**; 7175 Spring Mountain Rdl, Las Vegas NV 89117

### C) Class 3 Licenses

There were none.

### D) Class 4 Licenses

Mr. Drake reported that there are 2 applications, 1 is a new installation and 1 is a modification. Both applications have been reviewed and Staff recommends approval.

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

1. Bless Up LLC dba: **Bless Up**; 2707 US Hwy 50 East, Carson City NV 89701
2. Western Big R Inc. dba: **Big R (Fallon)**; 3325 Reno Hwy, Fallon NV 89406

### E) Class 5 Licenses

There were none.

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

Mr. Keegan checked out the vacancy listed for the Board on the Governor's website. The letter Mr. Eriksen received could be a "thank you" letter.

**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 1855 licensees as of 04/30/2021 and 422 valid COC holders. There were 12 COC exams administered since the last meeting, 5 in Carson City and 7 in Elko. Ms. Bavaro noted that there is a PERS increase from 29.25% to 29.75% and PEBP will send out any increased rates about mid-June. The FY year 2021-22 budget was adjusted for the PERS increase and may be adjusted again for PEBP.

**Field Inspector** – Mr. Orr gave his report and noted that inspections are on schedule and up to date. There was 1 COC exam administered since the last meeting. Mr. Orr and Mr. Smith coordinated a training, in regard to the increasing use of mobile food trucks, with the Fire Service to insure the compliance with NFPA and IFA guidelines. 20-25 individuals from Las Vegas Fire, Henderson Fire and Patriot Energy participated. Requests have already been made to hold additional classes in both Northern and Southern Nevada.

**Director of ECD** – Mr. Drake noted that Ms. Bavaro is going to read Mr. Smith's report but wanted to relay from Mr. Smith his praise for Mr. Orr coordinating the Fire Inspector training and how well he is doing building positive relationships between the Board and the Fire Service down South. Mr. Smith's

letter was suggested to be put in Mr. Orr's personnel file.

Ms. Bavaro read Mr. Smith's report that the CETP training schedule has been set. The first class is May 25, 26 and 27 in Las Vegas. The training class for the City of Las Vegas & Henderson Fire Inspectors on how to inspect a Mobile Food Facility on May 11. There were approximately 25 attendees. There were no notable changes to the NFPA Technical Committees schedules.

**Chief Inspector** – Mr. Drake read his report and noted that inspections for areas 1 & 2 are being done as scheduled. No tanks with a data plate showing the container is made of A212 steel has been found so far. Staff is still monitoring bills coming from the Legislature.

**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 and the CD will mature June 2021. All backup is stored in the cloud.

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

Mr. Klein reviewed the financial reports noting that the Board made money this month (\$20,270.32) and it is the same trend in past years. The budget is in balance and with 83% of the budget expired income is at 80.14% and expenses, some are up and some are down, are at 72.60%. There is a net income of \$31, 396.95 for the fiscal year. Board is doing great, month to month, year to year, average stays about the same in the budget.

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

**10) Review the proposed budget for FY 2021-22.**

This item was deferred to Mr. Klein. Mr. Klein reported that the proposed budget looks good with some standard increases. No line items really went up, salaries are the bulk of the budget.

**11) \*For possible action**, the purchase of new vehicle for the Field Inspector.

Mr. Drake noted that a quote was obtained by Mr. Orr for a Ford Ranger truck. With both the 2011 Ford F-150 and the 2018 Ford Explorer being traded in, the cost would be about \$18,000. Mr. Drake requested a few extra \$1000 dollars in case by the time the vehicles are traded in the mileage could affect the trade in value. Mr. Hahn brought up that the CD would be maturing in June and questioned if any funds from the CD need to be withheld. There will be no funds withheld from the CD.

Motion: Karl Hahn: Motioned to approve the purchase of a new Ford Ranger Truck with a budget of \$20,000.  
Second: David Klein  
Discussion: There was some discussion on whether or not the Board could secure the same trade in value and there were questions regarding the vehicle itself. (4WD, year, etc.)  
In Favor: David Klein, Mike Eriksen, Karl Hahn, Jennifer Herz, and Bryan Milton  
Opposed: None

12) Discussion – 2021 legislative session items that may affect the Board, LP-Gas dealers, or LP-Gas consumers.

Mr. Drake commented that Staff is watching for any bills that would affect the Board and have not seen any issues to date. Staff will continue monitoring the bills.

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

Item #10 will become an action item. Employee evaluations will be added to the agenda.

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

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

15) 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. Klein mentioned an event coming up at the end of September – Fire Shows West – which is a trade show and has training as well and thought that the Food Truck training might be a good idea. Mr. Klein will forward Mr. Orr the information.

18) \*Adjourn -- *Meeting was adjourned at 2:03 pm.*

