



Nevada Board for the Regulation of Liquefied Petroleum Gas
 Post Office Box 338 • Carson City, Nevada 89702
 Phone: (775) 687-4890 • Fax: (775) 687-3956
 www.nvlpgasboard.com • admin@nvlpgasboard.com

Board Meeting Minutes September 17, 2021

Board Member	1st	2nd	Aye	Nay	Abs	Reason
Mike Eriksen			X			Zoom
Lacey Parrott	X					Zoom
Bryan Milton			B/M			
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 1:05 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 – Zoom
 Jennifer Herz – representing propane consumers of Nevada – Not Present

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: Javier Ceballos – JC Custom Fabrication - Zoom

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 08/20/2021 meeting of the Board.

Motion: Karl Hahn: Motioned to approve the minutes from the 08/20/2021 Board meeting.
Second: Lacey Parrott
Discussion: None
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, David Klein and Bryan Milton
Opposed: None

5) Board member comments.

Mike Eriksen -	No comment
Lacey Parrott -	Apologized for not making the last meeting. She was involved in the Caldor Fire
Karl Hahn -	No comment
David Klein -	No comment – Brought up the fire at Mt. Charleston Lodge
Bryan Milton -	Thanks to all the fire personnel for doing an excellent job.

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 reported that Campora Propane is re-licensing under new ownership. Application is in order and Staff recommends approval.

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

1. EDPO LLC dba: **Campora Propane**; 1507 #C Hwy 395 N, Gardnerville NV 89410

B) Class 2B Licenses

Mr. Drake reported that the Class 2B application is for an ownership change. Staff has reviewed the application and found it in order. Staff recommends approval.

Motion: Lacey Parrott: Motioned to approve item #6B Class 2B license item #1.
Second: David Klein

Discussion: None
In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, David Klein and Bryan Milton
Opposed: None

1. Hay & Hammer LLC dba: **Kruse's Feed and Hardware**; 3235 Eastlake Blvd., Washoe Valley NV 89704

C) Class 3 Licenses

Mr. Drake relayed that there is one Class 3E license, JC Custom Fabrication which builds Mobile Food Trucks. Staff has reviewed the application and COC and found them both in order. Staff recommends approval. Mr. Ceballos is on the line if the Board members have any questions.

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

1. Jose Javier Ceballos dba: **JC Custom Fabrication**; 6867 Speedway Blvd. #R104, Las Vegas NV 89115

Mr. Ceballos left the meeting at 1:15pm

D) Class 4 Licenses

Mr. Drake relayed that the Class 4 license is an ownership change and goes with the Class 2B previously approved. Staff has reviewed the application and recommends approval.

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

1. Hay & Hammer LLC dba: **Kruse's Feed and Hardware**; 3235 Eastlake Blvd., Washoe Valley NV 89704

E) Class 5 Licenses

There were none.

7) Deputy Attorney General's comments.

There were none.

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 1852 licensees as of 08/31/2021 and 393 valid COC holders as of 8/31/2021. There were 4 COC exams administered in Elko since the last meeting. Ms. Bavaro reported that the physical part of the audit was completed on 8/31/2021 and a draft audit has been received.

Field Inspector – Mr. Orr gave his report and commented on the Mt. Charleston Lodge fire and elaborated on the equipment at the lodge. Mr. Orr also reported that a Mobile Food Facilities Expo is in the works for December 2021. There was some discussion on the whether water was put on the tanks that were venting and how the fire started.

Director of ECD – Mr. Smith reported on the trainings held for those organizations involved with Mobile Food Facilities inspections. Mr. Smith also wanted to stress that the proposed Mobile Food Facilities Expo is not being sponsored by the Board, but Staff will be very much involved. Mr. Smith gave an update on the code book schedule and some of the changes being proposed. Mr. Smith noted that Staff is waiting on the new vehicle for the Field Inspector and he will be trading in his vehicle at that time.

Chief Inspector – Mr. Drake read his report and noted that inspections for areas 1 & 2 are progressing. There were questions as to whether any tanks in Nevada were damaged during the fires. There are none reported to date however Mr. Drake has granted a 30-day extension for tank removal for suppliers working the Lake Tahoe area as there are several damaged tanks on the California side. Mr. Drake expressed his appreciation for the efforts being made to keep the fires out of Nevada. Mr. Drake has been in contact with State Purchasing regarding moving forward with the software contract with Thentia. Mr. Eriksen questioned whether an email was sent to the Dept. of AG regarding the Board’s decision not to move forward with the Interlocal agreement. Mr. Drake did send the email and received a response from Ms. Matijevich expressing her thanks and being able to work together in the future.

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 the Board is doing great. The CD will mature on December 15, 2021 and there were no accounts over 30 days.

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

Mr. Klein reviewed the financial reports. The profit and loss report for the month of August shows a net income of \$7,763.07, the Board is in an up motion which is standard for this time of year. Mr. Klein commented that the budget is very consistent month to month and year to year. With the budget year 17% expired, income is at 18.91% and expenses at 12.45%. There was a net income of \$27,117.51 year to date.

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

10) Chairman’s request for items to be included on the next agenda.

The Auditor will present his report at the next meeting.

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

Motion: Lacey Parrott: Motioned to approve Board members compensation, per diem and travel expenses.

Second: Karl Hahn

Discussion: None

In Favor: Mike Eriksen, Lacey Parrott, Karl Hahn, David Klein and Bryan Milton

Opposed: None

12) 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 shared a telephone conversation with a resident in a California wildfire area. Mr. Milton commented on the Delta Saloon in Virginia City after the fire and what is happening with the replacement of equipment. Mr. Milton elaborated on a question from Mr. Eriksen regarding contact by the Dept. of Energy.

13) *Adjourn -- *Meeting was adjourned at 1:53 pm.*

