

LIQUEFIED PETROLEUM GAS BOARD
Minutes
December 4th, 2019

A regular meeting of the Liquefied Petroleum Gas Board was held at 10:00 a.m. at the LP-Gas Board Building, 3800 Richards Road, North Little Rock, Arkansas.

Board Members Present: Terry Suen (Chair), Bill DeClerk, Damon Jackson, David Remy, Paul Cash, and Terry McCallie,

Others Present: Kevin Pfalser (Director), Brad Nye (Attorney), Jesse Lamborn (Pinnacle Propane), Tom Proctor (MFA Oil)

I. Previous Meeting Minutes:

Motion was made by Mr. David Remy to dispense with the reading of the minutes. Motion was seconded by Mr. Paul Cash. Motion carried.

II. Clarifications: None presented.

III. Permit Applications:

Tim's Service and Installation	Class 2 (Evening Shade, AR)
CJ's Food Mart	Class 3 (Jacksonville, AR)
Patriot Propane	Class 3 (Edgemont, AR)
Affordable Propane	Class 5 (Golden City, MO)
Midland Transporters	Class 5 (Jefferson City, MO)

IV. Territory Expansion:

Discussion of territory expansion for the following:

Craft Propane (Jonesboro, AR) – Cross County
Gresham Petroleum (Warren, AR) – Jefferson County
Tri-State Propane (Hiwasse, AR) – Carroll County

V. Consent Agreement:

FMC (Willow Springs, MO) – Case #19-004: Motion was made by Damon Jackson to approve Consent Agreement. Motion was seconded by David Remy. Motion carried.

VI. Matters brought before the board:

Jesse Lamborn (Pinnacle Propane) – Asked for consideration to change the rule allowing forklift cylinders to be filled onsite utilizing scales. Motion made by Bill DeClerk to table discussion and placed on the agenda of the March 2020 meeting. Motion was seconded by Paul Cash. Motion carried.

VII. Director's Comments

Director Pfalser provided the following information to the Board:

1. *Financial Report*
2. *New Forms*
 - a. New form LPG-61 was presented to the board. Following discussion, Motion was made by Paul Cash to adopt form. Motion was seconded by Terry McCallie. Motion carried
 - b. New form LPG-LCO was presented to the board. Following Discussion, Motion was made by Damon Jackson to adopt form. Motion was seconded by Paul Cash. Motion carried.
 - c. New form LPG-62 was presented to the board. Following discussion form was amended on suggestion from Paul Cash. Motion was made by Bill DeClerk to adopt form as amended. Motion was seconded by Paul Cash. Motion carried.
3. *Fit for Service*

Tom Procter (MFA Oil) made presentation concerning the use of storage tanks that have lost or missing data plates. Following discussion, Director Pfalser made recommendations. Recommendations were amended by Bill DeClerk and Paul Cash. Motion was made by Terry Suen to adopt amended recommendations pursuant to satisfying legal concerns and satisfying procedures. Motion was seconded by Bill DeClerk. Motion carried. Mr. Damon Jackson voted against. Procedures and legal concerns to be addressed at the March meeting for final vote.
4. *2020 Training*

Director Pfalser presented recommendations for 2020 required safety training. Recommendations were amended by David Remy. Motion was made by Terry McCallie to adopt recommendations as amended. Motion was seconded by David Remy. Motion Carried.
5. *Cylinder Exchange Facilities*

Director Pfalser presented recommendations to enhance the safety of the consumer when doing business with Cylinder Exchange Stations involving cylinders not required to be fitted with OPD valves. This applies to all cylinders that contain over 40lbs of propane. Following discussion, the recommendations were amended on suggestions from Damon Jackson and Bill DeClerk. Motion was made by Terry Suen to adopt recommendations as amended. Motion was seconded by Damon Jackson. Motion carried.
6. *Future Board Members*

Motion was made by Terry Suen to send nomination of Bill DeClerk to Governor Hutchinson for consideration of full term. Motion carried unanimously. Motion was made by Terry Suen for Bill DeClerk to serve as Chairman of the Board for 2020 pending Governors appointment. Motion carried unanimously. Motion was made by Terry Suen for Damon Jackson to serve as vice-chair for 2020. Motion carried unanimously. A gavel plaque was presented to Terry Suen for serving as chair for 2019.

VIII. Meeting Adjourned

Upon completion of Board business, a motion was made by Mr. Bill DeClerk and seconded by Mr. Paul Cash to adjourn the meeting. Motion carried.

Minutes prepared by Kerry Goodson