

New Jersey Liquefied Petroleum Gas Education and Safety Board Meeting Minutes for October 14th, 2025

- 1) Meeting called to order at 1:40 P.M.

- 2) Roll Call

Attendance – Mike Merrill (Chair); Louis Kilmer; Ryan Pierson; Staci Rammel; J.D. Stem; Corrine Walker

Excused - Ed Mulcahey

DCA Staff - Joe Imburgia (Liaison), Rob Austin, Lindsay Bensel, Marie Daniels, Anthony Menafro, Ian Rayfield; Keith Thedinga

- 3) Approval of Minutes

*Motion to approve the minutes from April 8th, 2025, passed unanimously.
1st – Louis Kilmer; 2nd – Mike Merrill*

- 4) Committee Reports

- a) CETP Conversion to PEP

Discussion centered on the bobtail OJT comparison document. Previously discussed changes were agreed upon by all; however, Board members provided two additional changes. Board members requested that Department staff review and provide comment on the changes.

- b) Informal Meetings

Chairman Mike Merrill noted the informal discussions that took place since April's LPGESB meeting. Topics of discussion for these meetings included bobtail OJT revisions, qualified instructor lists, dispensing systems, discussions with PERC, and tank removal permitting.

- 5) Old Business

- a) Onsite Forklift Cylinder Filling

Department staff reviewed the status of this item and provided a memorandum for a draft proposal, as discussed in the LPGESB meetings on 4/9/2024 and 12/10/2024. Some Board members disagreed with specific items in the draft proposal, such as the notification of specific onsite forklift cylinder filling sites and sections 3, 4, and 5 on the proposed application for permission. While other Board members noted the lack of location information may be inadequate from a fire safety perspective. Due to the disagreement, Department staff stated they will review this draft proposal internally and provide update for discussion at the next LPGESB meeting.

- b) Dispenser Operator Training

Department staff presented a memorandum to the Board concerning N.J.A.C. 5:18-10.4, Fill plant and dispensing station operator training. As explained by staff, the memorandum outlines the regulations and clarifies the roles of marketers and operators during these operations. Board members disagreed with the language of N.J.A.C. 5:18-10.4 and requested clarification and possible amendment. Department staff stated that they will reach out to Department legal to review the regulations and provide a legal reading prior to the next Board meeting.

c) Food Truck Inspections

The Board was informed that the Division of Fire Safety has released a memorandum concerning food truck inspections, which states that gas piping is to be inspected once a year by qualified inspectors. Board members requested copies of the memorandum for review. In addition, Chairman Merrill noted that N.J.A.C. 5:18 does not adopt the portion of NFPA 58 covering this topic and recommends that the Division of Fire Safety review and adopt it as a reference.

d) Master Hearth Specialist Exception

Department staff informed the Board that there are no updates on this item, as it is still in review at this time.

6) New Business

a) CETP 4.1 and 4.2 PEP Conversion

Department staff informed the Board that the date for the archival of CETP 4.1 and 4.2 has moved up a month to November 30th. Board members and Department staff agreed on a working group to meet on this matter within the next two weeks.

b) LPG Tank Removal – UCC

Department staff provided the Board with a memorandum clarifying LPG tank removal and UCC permit requirements. Department staff noted that as a result of LPG and UCC regulations established by law, termination of service and/or a change in marketer will trigger the need for a tank removal permit. Board members requested further explanation regarding the regulations, noting that they could not find any regulations governing tank removals in either N.J.A.C. 5:18 or 5:23. After further discussion, Board members recommended the formation of a working group to determine the applicability of N.J.A.C. 5:18 and 5:23 for tank removal procedures. In addition, Board members requested documentation of the relevant regulations prior to the working group meeting.

7) Information

a) Department Information Requests

Department staff reported to the Board issues with Department information requests and clarified that these requests are governed by regulation.

8) Public Comments

No public comment

9) 2025 tentative meeting schedule – 12/09

10) Adjournment

Motion to adjourn meeting passes unanimously at 4:00 P.M.

1st – Mike Merrill, 2nd – Louis Kilmer