

Meeting Minutes: Ammonia Committee – Board of HPPS

Date: March 28, 2022
Time: 9:30 a.m.
Minutes by: Matt Marquis
Location: WebEx Event

Committee Members Present

1. Todd Green – CO’s Designee
2. Jake Pettit
3. Steve Plieseis
4. Laurent Wickland
5. Mark Worms – Chair
6. Matt Marquis – Secretary

DLI Staff & Visitors

Jeff Lebowski (Gen. Counsel, DLI)
Brittany Wysokinski (Gen. Counsel, DLI)
Lyndy Logan (DLI)
TJ Peterson (DLI)
Chris Savage (Member of the public)

Committee Members Absent

None

1. **Call to Order**

- A. Roll Call – the meeting was called to order at 9:44 a.m. by Chair Worms and roll call was completed by Secretary Marquis – a quorum was met with 6 of 6 voting committee members present electronically.
- B. Announcements/Introductions
 - **Remote Meeting Statement from Chair:** Thank you for joining this remote meeting via WebEx. As the committee chair, I have determined today’s meeting is via the WebEx platform due to the COVID-19 pandemic. Per Minnesota Statutes, section 13D.021, of the Open Meeting Law, electronic meetings are acceptable when an in-person meeting is “not practical or prudent because of a health pandemic or an emergency declared under Chapter 12.” It is not practical or prudent to hold an in-person meeting because, consistent with MDH guidance, the usual meeting place is not open to the public due to the COVID-19 pandemic.
 - Committee members and attendees present on this WebEx are able to hear all discussions.
 - All handouts discussed and WebEx instructions are posted on the Committee’s website at: <http://www.dli.mn.gov/about-department/boards-and-councils/ammonia-committee>
 - All votes will be by roll call.
- C. WebEx instruction /procedures were read aloud.

2. **Approval of Meeting Agenda**

A motion was made by Marquis, seconded by Green, to approve the agenda as presented. The roll call vote was unanimous with 6 votes in favor; the motion carried.

3. **Approval of Previous Meeting Minutes**

A motion was made by Petit, seconded by Marquis, to approve the Feb. 22, 2022, draft minutes as presented. The roll call was unanimous with 6 votes in favor; the motion carried.

4. Approval of Expense Reports

Electronic expense reports will be sent by Lyndy to Financial Services for payment.

5. Special Business

Minnesota High Pressure Piping Code: Ammonia

Wysokinski said the Committee Chair will review the changes at the full board meeting.

6. Board Discussion

7. Announcements

8. Adjournment

A motion made by Marquis, seconded by Pettit, to adjourn the meeting at 9:49 a.m. The roll call vote was unanimous with 6 votes in favor; the motion carried.

Respectfully Submitted,

Matt Marquis

Committee Secretary

Green meeting practices

The State of Minnesota is committed to minimizing in-person environmental impacts by following green meeting practices. DLI is minimizing the environmental impact of its events by following green meeting practices. DLI encourages you to use electronic copies of handouts or to print them on 100% post-consumer processed chlorine-free paper, double-sided.