



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

Civil Division

400 City Hall

15 West Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: 651 266-8710

Facsimile: 651 298-5619

November 8, 2013

NOTICE OF INTENT TO SUSPEND LICENSE

Michael P. Haege
Custom Cut
23815 Lillehei Avenue
Hampton, MN 55031

RE: Tree Trimmer & 1 Vehicle license held by Michael P. Haege d/b/a Custom Cut for the City of Saint Paul
License ID #20120002225

Dear Mr. Haege:

The Department of Safety and Inspections (DSI) has recommended suspension of the Tree Trimmer & 1 Vehicle license held by Michael P. Haege d/b/a Custom Cut for the City of Saint Paul. The basis for the recommendation is as follows:

On July 29, 2013, you were sent a letter and **RENEWAL INVOICE** from the Department of Safety and Inspections (DSI) stating that your Tree Trimmer & 1 Vehicle license had expired as of April 27, 2013. You currently owe \$267.00 in delinquent license and late fees. The invoice also requested that you obtain/submit the following information with your payment:

- Current vehicle information (year, make, model and license plate number)
- Obtain a sticker provided by the Department of Safety and Inspections that has the month and date of the license expiration displayed.
- Current certificate of General Liability insurance in the amount of \$100,000 for bodily injury and \$100,000 for property damage.
- Proof of Registration with the Commissioner of Agriculture (effective 12/21/2011 any individual or company licensed under this chapter shall be registered with the Commissioner of Agriculture)
- Proof of compliance with the American National Standards Institute (ANSI) Standard A300 (Effective 12/21/2011 all licensees performing work under Saint Paul Legislative Code 362 must comply).
- Proof that you have employed an individual who possesses current certification as an arborist from the International Society of Arboriculture (ISA) (Effective 12/21/2012 for new/renewal tree trimmer license applications).
- Contact Kris Schweinler (651) 266-9110 or Tom Ferrara (651) 266-9087 to schedule and inspection of your vehicle.

You were given until August 19, 2013, to pay your delinquent license and late fees and submit all the required information listed on the bottom of your invoice. As of today's date, DSI has not received your license and late fee payment or the required information.

In addition to the suspension of your Tree Trimmer & 1 Vehicle license, per Saint Paul Legislative Code §310.05 (m) (2), the licensing office will also recommend a \$500.00 matrix penalty for failure to submit the required information in order to maintain your license.

At this time, you have three options on how to proceed:

1. You can submit pay the delinquent license and late fees and submit the required information. If this is your choice, you should send the payment and information directly to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, November 18, 2013**. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent license and late fees and submission of the required information will be considered to be a waiver of the hearing to which you are entitled.
2. If you wish to admit the facts but contest the penalty, you may have a public hearing before the Saint Paul City Council, you will need to send me a letter with a statement admitting the facts and requesting a public hearing. I will need to receive your letter by **Monday, November 18, 2013**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your Tree Trimmer & 1 Vehicle license and impose the \$500.00 matrix penalty. You will have an opportunity to appear before the Council and make a statement on your own behalf.
3. If you no longer wish to do business in the City of Saint Paul, you will need to send a written statement to that effect to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, November 18, 2013**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me by Monday, November 18, 2013, I will assume that you do not contest the suspension of your Tree Trimmer & 1 Vehicle license and imposition of the \$500.00 matrix penalty. In that case, the matter will be placed on the City Council Consent Agenda for approval of the recommended penalty.

If you have questions about these options, please feel free to contact me at 266-8710.

Sincerely,



Geoffrey Karls
Assistant City Attorney

cc: Christine Rozek, Deputy Director of DSI

STATE OF MINNESOTA)
) ss.


AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 8th day of November she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

Michael P. Haege
Custom Cut
23815 Lillehei Avenue
Hampton, MN 55031

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.



Julie Kraus

Subscribed and sworn to before me
this 8th day of November, 2013



Rita M. Bossard
Notary Public

