



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

December 18, 2013

NOTICE OF INTENT TO DENY LICENSES

Michael R. Mickelson, Sole Proprietor
Arbor & Home Specialist
30780 Karmel Avenue
Chisago City, MN 55013

RE: Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle license applications submitted by Michael R. Mickelson d/b/a Arbor & Home Specialist for the City of Saint Paul
License ID #20120003392

Dear Mr. Mickelson:

The Department of Safety and Inspections (DSI) has recommended denial of the Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle license applications submitted by Michael R. Mickelson d/b/a Arbor & Home Specialist for the City of Saint Paul. The basis for the recommendation is as follows:

On November 19, 2013, you were sent a letter from the Department of Safety and Inspections (DSI) stating your Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle applications had been pending since July 19, 2012. In order to continue processing your application you would need to complete the following actions:

- 1) **Obtain inspection approval of the vehicle(s) used in the operation of your business. You would need to contact either Tom Ferrara (651) 266-9087 or Kristina Schweinler (651) 266-9110 to schedule the required inspections.**
- 2) **Provide proof that you have an individual who possesses current certification as an arborist from the International Society of Arboriculture (ISA) employed at this business.**
- 3) **Provide evidence of insurance issued by an insurance company authorized to do business in the State of Minnesota, insuring said applicant in a sum of at least \$100,000 for bodily injuries to or death of any person or persons no covered by the workers' compensation law, and \$100,000 for damage to or destruction of property. (Note: the proof of insurance you submitted at the time of your application expired as of June 8, 2013).**
- 4) **Submit a completed Certificate of Compliance Minnesota Workers' Compensation Law form.**

You were given until December 6, 2013, to schedule your vehicle inspections and submit the required information to complete the application process. As of today's date, DSI has not received a call from you to schedule an inspection or the required information.

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

1. You can call DSI to schedule your vehicle inspections and submit the required information. If this is your choice, please call either inspector listed above and send the required information directly to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, December 30, 2013**. A self-addressed envelope is enclosed for your convenience. Scheduling the vehicle inspections and submitting 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, December 30, 2013**. The matter will then be scheduled before the City Council for a public hearing to determine whether to deny your Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle license. You will have an opportunity to appear before the Council and make a statement on your own behalf.
3. You can withdraw your license application. Send a written statement to that effect to the Department of Safety and Inspections at 375 Jackson Street, Suite 220, St. Paul, Minnesota 55101-1806 no later than **Monday, December 30, 2013**. A self-addressed envelope is enclosed for your convenience. Any request for a refund of the license application fees must also be made in writing to the Department of Safety and Inspections

If you have not contacted me by Monday, December 30, 2013, I will assume that you do not contest the denial of your Tree Trimmer & 1 Vehicle license and Tree Trimmer – Each Add'l Vehicle. 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: Kristina Schweinler, Senior License Inspector, DSI

STATE OF MINNESOTA)
) ss.

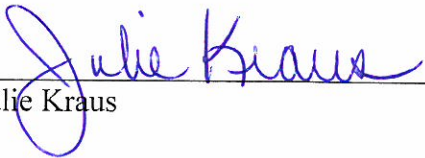
AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 18th day of December she served the attached **NOTICE OF INTENT TO DENY LICENSES** and correct copy thereof in an envelope addressed as follows:

Michael R. Mickelson, Sole Proprietor
Arbor & Home Specialist
30780 Karmel Avenue
Chisago City, MN 55013

(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 18th day of December 2013


Notary Public

