



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, 2015

NOTICE OF INTENT TO SUSPEND LICENSE

Lowell Torgerson
Torgerson Truck Repair
18 Acker Street East
St. Paul, MN 55117-5503

RE: Auto Repair Garage license held by Lowell Torgerson d/b/a Torgerson Truck Repair for the premises located at 18 Acker Street East in Saint Paul
License ID #0015059

Dear Licensee:

The Department of Safety and Inspections (DSI) has recommended suspension of the Auto Repair Garage license held by Lowell Torgerson d/b/a Torgerson Truck Repair for the premises located at 18 Acker Street East in Saint Paul. The basis for the recommendation is as follows:

On October 13, 2015, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating your Auto Repair Garage license expired October 4, 2015 and you owed delinquent license and late fees. You were also asked to submit a completed Workers Compensation form (attached) with your license fee payment.

You were given until November 3, 2015, to pay the delinquent license and late fees and submit the required information. As of today's date, neither has been received.

In addition to the suspension of your Auto Repair Garage 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 four (4) options to proceed:

1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **Monday, December 28, 2015**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the City Council Agenda for approval of the proposed remedy.

2. You can pay the delinquent license and late fees and submit the required information. If this is your choice, you need to contact the Department of Safety and Inspections (DSI) to determine the total amount due. You may then send in the payments and required information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, December 28, 2015**. 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.
3. 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 28, 2015**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your Auto Repair Garage 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.
4. 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, December 28, 2015**. Information should be directed to the attention of Eric Hudak.

If you have not contacted me or DSI by Monday, December 28, 2015, I will assume that you do not contest the suspension of your Auto Repair Garage 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: Eric Hudak, DSI Licensing Manager

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 SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

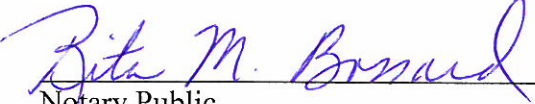
Lowell Torgerson
Torgerson Truck Repair
18 Acker Street East
St. Paul, MN 55117-5503

(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, 2015



Notary Public

