



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

September 15, 2011

NOTICE OF INTENT TO SUSPEND LICENSES

Susan Stewart
Highland Sanitation & Recycling, Inc.
1811 Century Avenue
Newport, MN 55055

RE: Solid Waste Hauler & Vehicle and Solid Waste Hauler (Each Additional Vehicle) licenses held by Susan Stewart d/b/a Highland Sanitation & Recycling, Inc. for the City of Saint Paul
License ID #0032544

Dear Ms. Stewart:

The Department of Safety and Inspections (DSI) has recommended suspension of the Solid Waste Hauler & Vehicle and Solid Waste Hauler (Each Additional Vehicle) licenses held by Susan Stewart d/b/a Highland Sanitation & Recycling, Inc. for the City of Saint Paul. The basis for the recommendation is as follows:

On August 18, 2011, you were sent a SECOND REQUEST from the Department of Safety and Inspections (DSI) requesting that you submit copies of current truck inspection reports on your five (5) vehicles. You were given until September 1, 2011, to submit the requested information. As of today's date it has not been received.

In addition to the suspension of your Solid Waste Hauler & Vehicle and Solid Waste Hauler (Each Additional Vehicle) licenses, 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 the required information. If this is your choice, you should send the information directly to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, September 26, 2011**. Information should be directed to the attention of Christine Rozek. A self-addressed envelope is enclosed for your convenience. 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. We will need to receive your letter by **Monday, September 26, 2011**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your licenses and impose a \$500.00 matrix penalty. You will have an opportunity to appear before the Council and make a statement on your own behalf.

Highland Sanitation and Recycling, Inc.

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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, September 26, 2011**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me by Monday, September 26, 2011, I will assume that you do not contest the suspension of your licenses 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,

Handwritten signature of Kyle Lundgren in black ink, with the initials 'JK' at the end.

Kyle Lundgren
Assistant City Attorney

cc: Christine Rozek, Deputy Director of DSI
Susan Stewart, P.O. Box 226, Newport, MN 55055

STATE OF MINNESOTA))
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

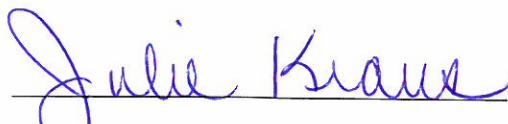
COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 15th day of September she served the attached the **NOTICE OF INTENT TO SUSPEND LICENSES** and correct copy thereof in an envelope addressed as follows:

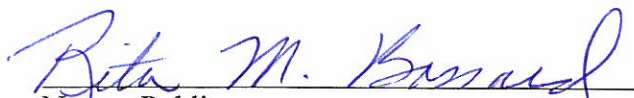
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Susan Stewart
P.O. Box 226
Newport, MN 55055

(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 15th day of September, 2011


Notary Public

