



# Box Elder City Newsletter

April 2017

From the Mayor's Desk,



April has a number of important things happening.

The Box Elder American Legion, Post 315 will be having their annual Easter Egg hunt on Saturday, April 8, at 2 pm. The Legion is located at 730 Briggs Street.



Box Elder will have our annual Cleanup week April 17-22. This is a good time to do spring cleaning and spruce up around your house inside and out. We will have dumpsters down by our Public Works Shop for you.



On April 29 we will be planting a tree for Arbor Day in Veteran's Park. Look for more details in this newsletter.

Larry Larson  
Mayor



### City Council Members



**Ward 1:** Scott Allen, President • Bruce Hegel

**Ward 2:** Jeff Hollinshead • Doug Curry

**Ward 3:** Steve Cowley, Vice Pres. • Tricia Weathers

### April: Important City Dates

City Council Meetings: April 4, 18

Planning & Zoning Meetings: April 10, 24

Box Elder Cleanup Week: April 17-22

Arbor Day Celebration: April 29



# Clean-Up Week

This year's annual Box Elder Clean – Up Week  
will take place April 17 -22.

Community Access Dumpsters will  
be placed at  
**Bandit Ball Park**  
In the South Parking Area

## Acceptable Material Restrictions Apply

Free Disposal of trash and recyclables for small load non-commercial vehicles will also occur at the Landfill on S. Hwy 79 during this time.

**The Landfill's hours of operation are 7:00 am – 4:45 pm.**  
All loads must be secured. Vehicles with blowing trash will be denied access.

No Freon bearing appliances and No Hazardous Wastes or Liquids accepted.

Per tire charges apply.

This year a group with the Douglas School District is working to create a Box Elder City-wide cleanup program. If you have a group that would like to participate please contact:

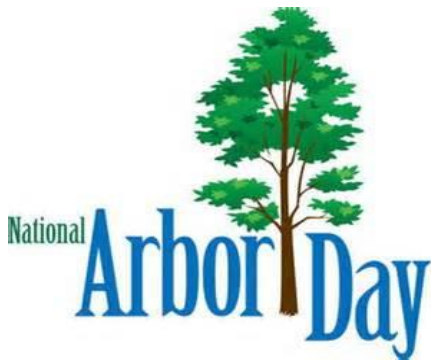
Deb Minnich-Wolf [Deborah.Minnich-Wolff@k12.sd.us](mailto:Deborah.Minnich-Wolff@k12.sd.us)

Jennifer McLain [Jennifer.McLain@k12.sd.us](mailto:Jennifer.McLain@k12.sd.us)

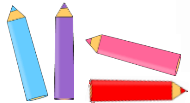
# 2017 Arbor Day



# Coloring Contest



*Celebrate Arbor Day  
& the environment with us  
in on  
April 29, 2017 at 2:00pm*



Participants are invited to plant a tree with the Mayor.



## Coloring Contest

Contest Dates: April 3rd - April 18th



Pick up your coloring page and contest rules at City Hall 420 Villa Dr.



Age Groups: 0-3, 4-6, 7-9, 10-13  
Prizes will be awarded at the tree planting on April 29, 2017 at the Veterans Memorial Park (601 Westwind Drive).

## WHEN ARE UTILITY BILLS DUE

There have been many questions on when Utility Bills are due. Utility Bills are mailed around the 20<sup>th</sup> of the month – for the usage of the previous month. This bill is due by the first of the next month. There is a fifteen (15) day extension, until the 15<sup>th</sup> to pay this bill. If not paid by the 15<sup>th</sup> a \$10.00 late fee is added. If not paid by 5:00 pm on the 27<sup>th</sup> your services are subject to disconnection for non-payment and a \$100.00



## WALK THROUGH ON UTILITY BILLS:

1. **What happens if I don't get my bill?** If you do not receive your bill by the 20<sup>th</sup> of the month, please call 923-1404 and we would be happy to help you.
2. **What happens if I don't pay my bill by the due date (1<sup>st</sup> of the month)?** If the bill is not paid by the 1<sup>st</sup> of the month, a grace period is given by 5:00 p.m. the 15<sup>th</sup> of the month by 5:00 p.m. On the 15<sup>th</sup> of the month at 5:01 p.m. a \$10.00 late penalty will be applied to each unpaid account. A second grace period, begins the 16<sup>th</sup> of the month through the 27<sup>th</sup> of the month.
3. **What happens if I didn't come in before 5:00 p.m. on the 27<sup>th</sup> of the month?** If your bill is not paid by 5:00 pm on the 27<sup>th</sup> of the month, each unpaid account is subject to disconnection and a \$100.00 reconnection fee is applied to each unpaid account.
4. **What do I need to pay to have my services reconnected?** You need to pay the account balance **in full** (zero balance). After the account is **paid in full**, a time will be scheduled the next business day to reconnect services.



## RED CARDS:

There have been numerous questions as to what the “Red Cards” are. This card is sent out to remind customers that there is a past due balance on their account that was due by the 15<sup>th</sup> of the month and needs to be paid before 5:00 pm on the 27<sup>th</sup> of the month to avoid disconnection of services. If you received a red card but paid your bill after the 15<sup>th</sup>, please disregard it.



## BILL PAYMENT OPTIONS:

City Hall hours are 8am – 5pm Monday – Friday.

- 1.) You can pay your bill in person with cash, checks, money orders, or credit card. If you pay by credit card in the office, there is a \$2.50 processing fee.
- 2.) If you want to automatically pay your bill every month, we do have auto draft from a checking account. The payments are processed on the billing due date. To set this up, please call us or stop in and we will get you a form to fill out and we need to have a voided check or a bank form verifying the bank routing number and account number.
- 2.) You can pay your bill on-line at our website [www.boxelder.us](http://www.boxelder.us) and click on the “online utility payments” link and it will connect you to a secure website where you can pay your bill. If you haven't set up a payment account yet, you will need to do so. You will need to input the account number and street address *exactly* as it appears on your bill. There is a processing fee of \$1.95.
- 3.) There is a white drop box in front of the police department for after-hours payment drop offs. All payments dropped in the drop box after 8:00 am are not processed until the next business day. We are no longer able to process credit card payments by phone with our software system. We actually have to swipe the card to process it.





# Pet Licenses Required



This is a *reminder* that **all cats and dogs** within Box Elder City Limits are required by Ordinance #497 to be licensed with the City Finance Department. Proof of Rabies Vaccination is required with the license fee listed below to receive your pet license.



License Fees:

1<sup>st</sup> & 2<sup>nd</sup> Pet: \$5.00 each

3<sup>rd</sup> Pet: \$10.00

4<sup>th</sup> Pet: \$15.00

Each pet license is valid for two years. Violation of Ordinance #497 is a Class II Misdemeanor. For further information please contact City Hall at 923-1404.

Call Animal Control to report violations of Ordinance #497 at (605)-415-3646



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Public Works Director Bob Kaufman [bob.kaufman@boxelder.us](mailto:bob.kaufman@boxelder.us)

PZ Director Ron Koan [ron.koan@boxelder.us](mailto:ron.koan@boxelder.us)

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Finance Admin 2 Randy Papendick [randy.papendick@boxelder.us](mailto:randy.papendick@boxelder.us)

PZ Assistant Michelle Clavadetscher [michelle.clavadetscher@boxelder.us](mailto:michelle.clavadetscher@boxelder.us)

Code Enforce/Bldg Insp Dale Olheiser [dale.olheiser@boxelder.us](mailto:dale.olheiser@boxelder.us)

Public Works Utility Billing Brenda Brown [brenda.brown@boxelder.us](mailto:brenda.brown@boxelder.us)

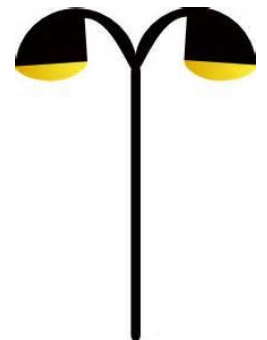
## Street Light Out



**Do you have a street light out in your area?**

If you have a light out in your area please get the number off the pole and call 923-1404. When you call have the pole number or a location and the street it is on, so that we can get them fixed in a timely matter.

Thank you!



# Box Elder / Douglas High School

## Community Library

At the Douglas High School  
Library

923-0044



Open September 6, 2016 to May 25, 2017

Hours: When school is in session

Monday through Wednesday  
3:30pm to 5:30pm

Thursdays 3:30pm to 7:30pm

Closed on Fridays



**Douglas School District Childcare/Preschool, Before/After School, and Happy Days Preschool Programs Registration 2017-2018**

**School Year CHILDCARE PROGRAM** is designed to offer services to meet the needs of community families by providing quality care for children ages three years six months and until they are eligible to start kindergarten. The childcare operating hours are 7:00 a.m. until 5:00 p.m. following the regular Douglas School calendar. Licensed by the South Dakota Department of Social Services, the professional staff provides the best possible early childhood experiences. Children are eligible for enrollment six months after their third birthday. A birth certificate and current shot records are needed to register your child.

**The BEFORE/AFTER SCHOOL PROGRAM** is licensed by the South Dakota Department of Social Services and is designed for children in kindergarten-fifth grade. Kindergarten and first grade students attend the program in the Carrousel School; second and third grade students attend the program in the Francis Case School; and fourth and fifth grade students attend the program at Vandenberg School. The programs are open from 7:00-7:45 a.m. and from 3:00- 5:00 p.m. following the regular school district calendar. A snack is served after school and various activities are provided under the supervision of a qualified site coordinator.

**HAPPY DAYS PRESCHOOL** is for children ages three years six months to five years. The professional staff provides developmentally appropriate kindergarten readiness activities and make learning fun. The intellectually challenging curriculum will enhance social, emotional, cognitive, and fine and gross motor growth. A birth certificate and current shot records are needed to register your child.

**Registration for Childcare, Preschool, Before/After School, and Happy Days programs will open to the public on Monday, April 3, 2017 at the Carrousel office at 421 Don Williams Dr. Box Elder, SD.**

Programs fill quickly and once they are full, a waiting list will be started. A \$25.00 non-refundable registration fee, per family, is due at the time of registration. This fee is applied toward the first month's tuition. Tuition is due by the 21st of the month prior to the month of service. Call the Carrousel School Office at 923-0090 for more information.



# Our Community Cookbook has Arrived

Get It Now  
Only \$10

Over 150 recipes  
submitted by long  
time residents.  
Personal notes/history  
from recipients.

Straight Out Of  
"THE BOX"

Box Elder Community Cookbook



2016

Available from the  
Mayor at City Hall  
and  
Gold Key Realty on  
N. Ellsworth Rd

Sponsored by  
Box Elder Chamber of Commerce