



From the Mayor's Desk,

With School in full swing it is important to be extra careful while driving in school zones before and after school. We realize we do not have all the sidewalks that are needed; however, we are working towards allocating money in the budget to begin adding more sidewalks in the future. Please talk to your children about safely walking to and from school. Encourage them to walk on sidewalks whenever possible and to actively watch for vehicles.

If anyone would like to be more involved in City Government we have numerous committees that we would like to have community members involved with. Planning and Zoning has an Advisory Committee that has two openings right now.

Larry Larson
Mayor



The City of Box Elder is soliciting applications for the Planning Commission for voting and non-voting positions.

Any interested party should submit a letter of interest to the Mayor.

City Council Members

Ward 1: Scott Allen, Vice President • Bruce Hegel

Ward 2: Jeff Hollinshead, President • Rick McPherson

Ward 3: Steve Cowley • Tricia Weathers

October: Important City Dates

City Council Meetings: Oct 3, 17

Planning & Zoning Meetings: Oct 9, 30



CodeRED Community Notification Page

We currently have added the CodeRED link on our website, www.boxelder.us. Please visit our website to sign up for the emergency notifications in your area.

Thousands of public safety organizations across the United States and Canada use the CodeRED community notification system to initiate emergency notifications. The CodeRED Mobile Alert app enables subscribers to receive these notifications directly to their personal cell phone whether at home, on the road, or traveling around the country. Alerts are initiated by authorized public safety officials to deliver location-based notifications.

Free alerts available*

- Emergency
- General
- Missing person



Winterizing Your Water Meter

Winter is coming and it is time to start preparing for freezing temperatures. If you have a water meter in a location that is subjected to freezing temperatures, you are responsible for insulating and heat taping as necessary to protect the meter. As water customers on the Box Elder water system you are responsible for the protection of your meter. If it becomes damaged by freezing temperatures or for any other reason you will be billed for the necessary repairs.



Lawn Care Season

What information do I need when I file a complaint on property that needs mowing?

To file a complaint, please visit the City web site at www.boxelder.us and click on **City Departments** tab, then click on **Report a Nuisance Issue** under Planning & Zoning. Please complete the electronic form and click submit at the bottom of the page.

Please submit as much information available as possible. We would prefer to have the exact address of the property, but we can initiate an inspection with general information (i.e. the northeast corner lot of W. 9th St. and Dakota Ave.) if an address is not available.

Please include information such as: the entire yard, front, or back yard needs mowing, there a lot of weeds, or there is very tall grass. Any information about the property will be helpful (vicious dogs, etc.) Please keep in mind if you file a complaint, and the violation is then corrected, but then the violation returns – another complaint form will need to be generated.



What qualifies for a complaint?

Any yard or lot within the city limits of Box Elder that has grass that has grown 8 inches or taller and/or has excessive “state classified noxious weeds” which includes: Canada thistle, Russian knapweed, hoary cress, purple loosestrife, perennial sow thistle, leafy spurge and salt cedar.

I got a letter from the City for mowing, now what?

As the property owner, it is your responsibility to maintain the property according to city ordinance. Grass must be kept under 8” tall and free of noxious weeds. If you received a letter from us, a notice on your front door, a ticket, etc.; the property is in violation. Please be sure to mow your property by date on your notification. Failure to mow will result in the city mowing, or sending a contractor to mow your property without further notice. Invoices for mowing costs incurred by the City will be sent to the property owner, along with a possible city issued citation. Property owners will only receive one letter and/or notice from the city each season. Any pursuing complaints filed after the initial letter, a contractor will be sent to the property and the issue abated accordingly.

From the Planning Office,

Over the past few months Code Enforcement has received an exceptional amount of nuisance complaints related to everything from tall grass, yard debris, non-running and/or non-license vehicles, etc.

As either a homeowner or renter, it is your responsibility to comply with City Codes. Voluntary Compliance helps maintain higher property standards, and preserves and enhances the character of our community, environment, property value and overall quality of life.

Most residents once informed of these rules; work with the city to obtain compliance. When voluntary compliance fails, formal enforcement measures may be taken. The City Planning Office is authorized to abate the nuisance, issue citations, and/or turn the matter over to the City Attorney for legal action. The abatement process involves the employment of an authorized contractor to remove the nuisance and all costs associated with this action will be billed to the property owner. If city codes are not followed, these enforcement process directly affect local tax funding. The tax dollars that could be used on streets and maintaining city infrastructure is diverted to paying for abatement costs and attorney fees.

So, let’s all pitch in to keep our properties free and clear of tall weeds, grass, noxious vegetation, yard debris, white goods, non-running vehicles, etc. A little effort goes a long way towards ensuring that our neighborhoods are cleaner and our community is safer place to live, work, and play.

For more information on Nuisances, please visit the City Website at www.boxelder.us under ordinance Title 93.

UTILITY BILLS

There have been many questions on when Utility Bills are due. Utility Bills are mailed around the 20th of the month – for the previous months usage. This bill is due by the first of the next month. A grace period is provided until 5:00 pm on the 15th to pay this bill. Once the grace period has expired, the account will be assessed a late penalty fee of \$10.00. If the bill plus the penalty fee is not paid by 5:00 pm on the 27th the account will be deemed delinquent, assessed a administrative fee of \$100.00, and terminated.



WALK THROUGH ON UTILITY BILLS:

- 1. What happens if I don't get my bill?** If you do not receive your bill, 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 (1st of the month)?** If the bill is not paid by the 1st of the month, a grace period is provided until 5:00 p.m. on the 15th of the month. At 5:01 pm on the 15th of the month a \$10.00 late penalty will be assessed to each unpaid account.
- 3. What happens if I didn't come in before 5:00 p.m. on the 27th of the month?** All accounts that have not paid their bill plus the late penalty fee by the 27th of the month will be deemed delinquent and assessed a \$100.00 administrative fee. The account will be terminated on the 28th of the month and the water will be turned off.
- 4. What do I need to pay to have my services reactivated?** All terminated account holders will need to come into City Hall to pay all past due amounts, current charges, plus fees to bring their account current (zero balance) before City Staff can schedule to have the account reactivated.



PAST DUE CARDS:

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



BILL PAYMENT OPTIONS:

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

- 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 would like to automatically pay your bill every month, we offer auto draft from a checking account. The payments are processed on the 15th of the month. To set this up, please call or stop in and complete the required form. We will need to have a voided check or a deposit slip verifying the bank routing and account number.
- 2.) You can pay your bill online at our website www.boxelder.us and click 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 register as a new user or login (top right). You will need the account number and last payment amount to register your new account. There is a processing fee of \$1.95 for this payment service.
- 3.) There is also a white drop box located in front of the police department for after-hour payment drop offs. All payments received in the drop box after 8:00 am will be processed the next business day.





Kevin Thom
Sheriff

Pennington County Sheriff's Office

300 Kansas City Street
Rapid City, SD 57701-2889
Ph. 605-394-6113
Fax 605-394-6854

Contact: Helene Duhamel
Phone: (605) 394-6113
Email: Helene.duhamel@pennco.org

For Immediate release
Date: October 2, 2017

Pumpkin Giveaway set for October 5

Pennington County, SD –Sheriff Kevin Thom and Box Elder Police Chief Jason Dubbs invite the public to our 4th Annual Pumpkin Giveaway. The free event is an October tradition with law enforcement.

“Despite the dry and hot early summer, we have a great pumpkin harvest and anticipate another fantastic turnout,” says Sheriff Kevin Thom.

Join us for a fun-filled afternoon at the Jail Inmate Garden located across the street from the Box Elder City Hall, 4:00-5:30 pm, October 5. Refreshments and cookies will also be served. One pumpkin per child on a first come, first served basis.





EVERY SECOND COUNTS

PLAN 2 WAYS OUT!

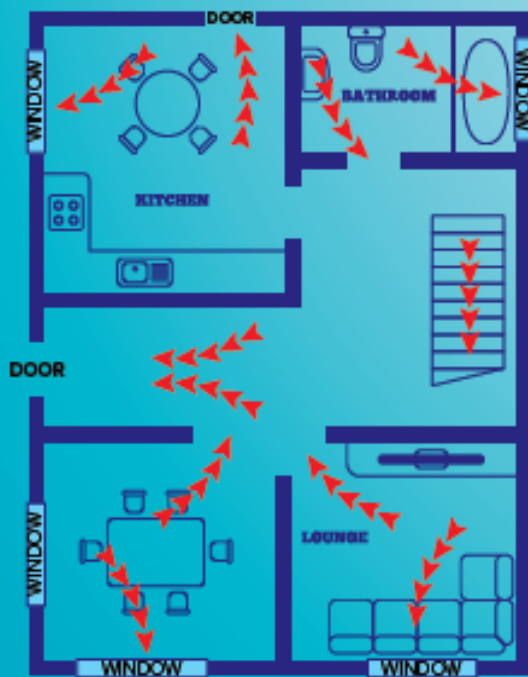


FIRE PREVENTION WEEK

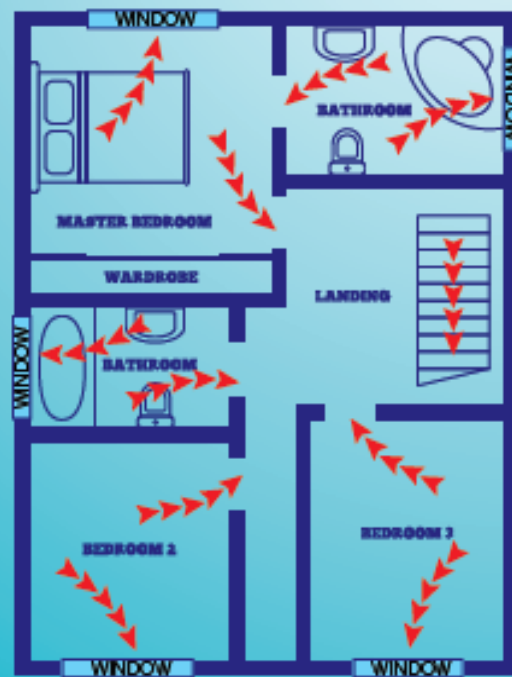
OCTOBER 8-14, 2017

firepreventionweek.org

- Draw a map of your home. Show all doors and windows.
- Visit each room. Find two ways out.
- All windows and doors should open easily. You should be able to use them to get outside.
- Make sure your home has smoke alarms. Push the test button to make sure each alarm is working.
- Pick a meeting place outside. It should be in front of your home. Everyone will meet at the meeting place.
- Make sure your house or building number can be seen from the street.
- Talk about your plan with everyone in your home.
- Learn the emergency phone number for your fire department.
- Practice your home fire drill!

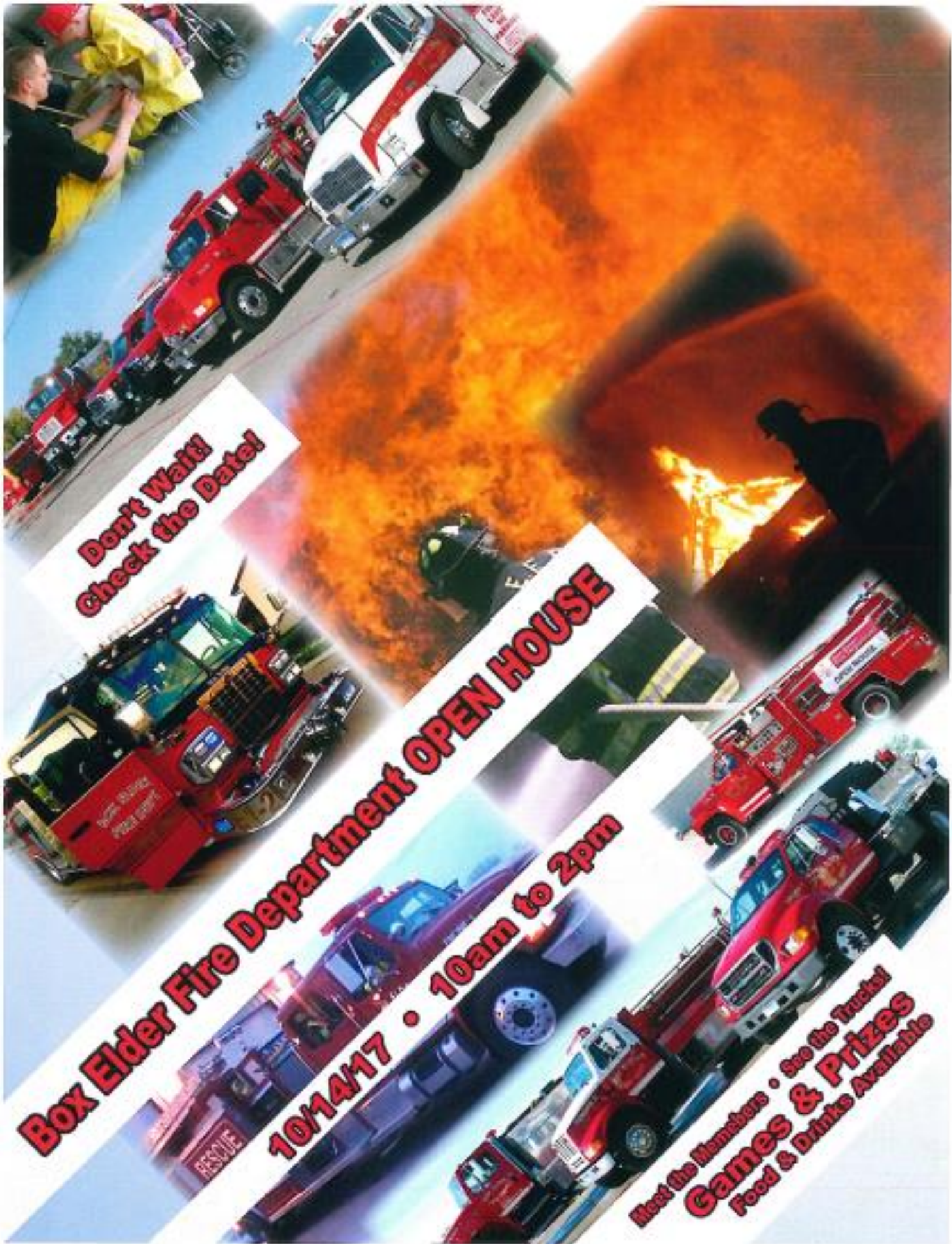


1st FLOOR



2nd FLOOR

Sparky is a trademark of NFPA. ©2007 NFPA



**Don't Wait!
Check the Date!**

Box Elder Fire Department OPEN HOUSE

10/14/17 • 10am to 2pm

**Meet the Members • See the Trucks!
Games & Prizes
Food & Drinks Available**

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:

1st & 2nd Pet: \$5.00 each

3rd Pet: \$10.00

4th 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



Mayor Larry Larson mayor@boxelder.us

City Administrator/Finance Officer - Nicole Schneider nicole.schneider@boxelder.us

Public Works Director - Bob Kaufman bob.kaufman@boxelder.us

Planning & Zoning Director - Ron Koan ron.koan@boxelder.us

Assistant Finance Officer - Rebecca Davis rebecca.davis@boxelder.us

Finance Admin 1 - Racheal Jundt racheal.jundt@boxelder.us

Finance Admin 2 / Utility Billing - Randy Papendick randy.papendick@boxelder.us

Planning & Zoning Assistant - Michelle Clavadetscher michelle.clavadetscher@boxelder.us

Code Enforcement/Building Inspections - Dale Olheiser dale.olheiser@boxelder.us

Public Works Utility Collections- Brenda Brown brenda.brown@boxelder.us

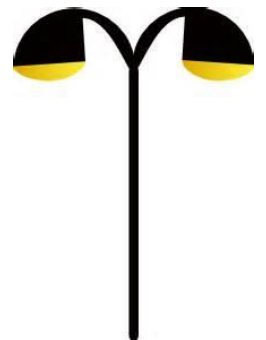
Street Light Outage



Do you have a street light out in your area?

Please report the location or the pole number to City Hall at 923-1404. We are happy to have them fixed as soon as time allows.

Thank you!



**Box Elder / Douglas High School
Community Library**



**At the Douglas High School
Library**



605-923-0044

**Open September 5, 2017 to May 24, 2018
School Hours:**

**Monday through Wednesday
3:30 pm to 5:30 pm
Thursday 3:30 pm to 7:30 pm**

**Closed on Fridays and any days school
is NOT in session**



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