



Box Elder City Newsletter

January 2017

From the Mayor's Desk,

I would like to thank everyone for shopping local on Saturday, November 26. On December 8th we picked the following winners.

\$75 Box Elder Bucks	Anita Kochutin
\$50 Box Elder Bucks	Joyce Moore
\$25 Box Elder Bucks	Carlene Davis
Jump Craze passes	Sarah Brooks
Watiki passes	Nicky Sigety



The following businesses have offered to accept the Box Elder Bucks. Thanks.

J & L Market	Dollar General	Pizza Hut
Gizzi's	Love's Truck Stop	Love's Hardee's
Dairy Queen	Jug Liquor	American Legion Post 315
Varick Chiropractic	Jump Craze	Loaf N Jug
Healing Hearts & Hands Massage		

Thanks to all the people who shopped local and those businesses that provided prizes. Also, thanks to the Chamber for their efforts and providing the cash to cover the Box Elder Bucks.

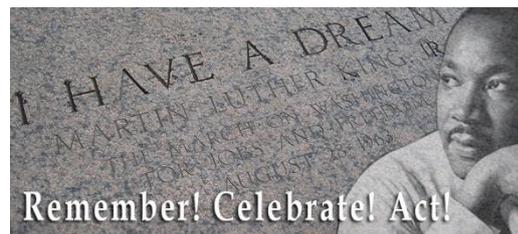
Larry Larson
Mayor

“Get Your Financial Slate Clean In 2017”

The Box Elder/Douglas Community Library is going to sponsor this workshop on January 19 from 6:00 pm to 7:15 pm. Two representatives from Great Western Bank will lead the discussion of good financial practices including the following:

- How to build credit
- Things to look for when considering a credit card, auto loan, or other type of loan
- How interest works
- The best way to get out of debt
- Investments

Please join us. The library is warm and the coffee will be on!



City Council Members

Ward 1: Scott Allen, President • Bruce Hegel

Ward 2: Jeff Hollinshead • Doug Curry

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

January: Important City Dates

City Council Meetings: Jan 3, 17

Planning & Zoning Meetings: Jan 9, 30

City Offices will be Closed

Jan 2 – New Years

High Water Usage

One of the biggest concerns the City gets from customers is on their water bills for high usage. If the water has gone through the water meter, it will register as used water. If your water meter is in a pit outside of your house, the meter will register any water that may leak in your service line into the house as well as any potential leaks in your house. Leaks in your service line from the curb stop or meter pit to the house will normally show up as wet spots in your yard.

To look for high water usage items in your house surprisingly toilets are the biggest culprits. A toilet with a leaking flapper will lose a tremendous amount of water over a month's period. First check to make sure the flapper is falling back into place after flushing, sometimes the handle will stick and hold it up. Second take the tank cover off and make sure the float level is set such that the water level is below the overflow in the tank. If these two items are good, put a couple of drops of food coloring in the tank not the bowl. Check the bowl in a half hour or so. If you have colored water you have a leaking flapper.

It is winter time again as we all experienced the past several weeks. Make sure your water meters are protected from the freezing temperatures. If your meter becomes damaged due to freezing the City will not put in a new meter until you have made arrangements to properly protect the new meter.

New City Web Site (www.boxelder.us)

Report an Issue:

The new City website has a feature for you to report an issue. There **two** areas where you may fill out an online form and submit to City staff.

Public Works Form:

You can report or seek information on such items as street light out, pot hole, water & sewer billing issues, etc., or just seek general information.

Planning & Zoning:

You can report nuisance issues or just seek general information.

Documents:

The website now contains often used City documents such as building permit applications, variance request applications, moving permit applications, etc.

All the forms can be printed off and filled out, or you can open them in a PDF format and type in the required information and then print the document for submission to the appropriate department.

Meeting Agendas & Minutes:

The new web site allows you to view City Council and Planning Commission agendas and meeting minutes.

Community Calendar:

You can visit the Community Calendar to see a schedule of City related events. You can also click on a date where events are posted to view additional information about the event.

Newsletters:

You can view current and past newsletters

Winter Roads

Winter has returned which means winter driving conditions. When snow packed and icy road conditions exist, the City suggests drivers consider using Liberty Boulevard instead of Ellsworth Road to access the north side of Box Elder. Liberty Boulevard's flatter grade and four lanes provide a safer route in adverse driving conditions.

Also, please remember Highway 14/16 and Liberty Boulevard from Highway 14/16 to Tower Road are Pennington County roads not Box Elder.

The City has taken delivery of a new snow plow, with sander, which will help keep the major travel routes open. The snow plowing priorities for the City are:

1. Major / Arterial travel routes,
2. Emergency routes,
3. Bus routes,
4. Access into residential areas.

During major storm events crews will make every effort to provide access as quick as possible, but they are not at the top of the priority list.

Bob Kaufman,
Public Works Director



Winterizing Your Water Meter

Winter is coming and it is time to start preparation 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 system you are responsible for protection of your meter. If it becomes damaged by freezing temperatures or for any other reason you will be billed for the necessary repairs.

WHEN ARE UTILITY BILLS DUE

There have been many questions on when Utility Bills are due. Utility Bills are mailed around the 20th 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 15th to pay this bill. If not paid by the 15th a \$10.00 late fee is added. If not paid by 5:00 pm on the 27th 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 20th 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 (1st of the month)?** If the bill is not paid by the 1st of the month, a grace period is given by 5:00 p.m. the 15th of the month by 5:00 p.m. On the 15th 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 16th of the month through the 27th of the month.
3. **What happens if I didn't come in before 5:00 p.m. on the 27th of the month?** If your bill is not paid by 5:00 pm on the 27th 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 15th of the month and needs to be paid before 5:00 pm on the 27th of the month to avoid disconnection of services. If you received a red card but paid your bill after the 15th, 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 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:

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



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Public Works Utility Billing Brenda Brown brenda.brown@boxelder.us

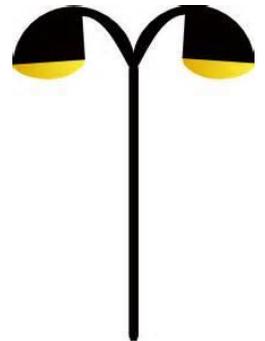
Street Light Out



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



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