



Box Elder City Newsletter

November 2016



From the Mayor's Desk,

Meals on Wheels is now available to residents of Box Elder. There are over 600 seniors in the Box Elder area. And per the most recent census, over 60 of them are living in poverty. Meals on Wheels will deliver a week's worth of meals to seniors' homes (60+ and their spouse) in the Box Elder area. Each meal contains 1/3 of the daily nutrients for today's seniors. The meals are delivered by a friendly driver once a week. They also follow-up throughout the week to make sure everything is going okay, and to see if there is anything the seniors need.

Call Noreen at 394-6002 to sign up, or for more information.

There will be a Gingerbread Tree located in Box Elder City Hall. Pick a Gingerbread and your donation will help the seniors in the Box Elder area.

Thank you for aiding in our efforts to assist them with "More than just a meal."

Thanks for your support of this worthwhile cause.

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

November: Important City Dates

City Council Meetings: Nov 1, 15

Planning & Zoning Meetings: Nov 7, 21

City Offices will be Closed

Nov 11 – Veterans Day

Nov 24 & 25 - Thanksgiving

Think Local - Buy Local - Be Local

We will again have our Shop Local, Small Business Saturday contest. This is sponsored by your local Box Elder Chamber of Commerce.

There are many well-documented benefits to our community and to each of us to choose local, independently owned businesses. We realize it is not always possible to buy what you need locally and so merely ask yourself to Think Local FIRST!

Where we shop, where we eat and have fun -- all of it makes our community home. Our one-of-a-kind businesses are an integral part of the distinctive character of our community. Local businesses often hire people with a better understanding of the products they are selling and take more time to get to know customers so you get better service.

It is impressive to think about the amount of time, commitment and labor these hard working individuals contribute to make their businesses both come to *life* and stay *alive*. Yet, many Americans frequent chain stores without considering their local merchant or other small business options. Whether it's getting your car fixed at a local shop vs. taking it to one of the large dealerships or picking up eggs and milk at a local store vs. your nearest Walmart, small businesses are too often overlooked for all the wrong reasons. Customers assume that pricing will automatically be higher at a small business vs. a corporate owned store, as well as they dismiss the perks that many small businesses offer such as customer care and community support. Generally speaking you should expect that a smaller business will deliver stronger customer service. Their personal commitment to their business certainly helps in these efforts. Small business owners are also more likely to "do good" for your community, as well.

There's even a day to celebrate them – Small Business Saturday - which takes place the Saturday following Thanksgiving, anchored between Black Friday and Cyber Monday.

So to encourage everyone to shop local the Chamber will have a drawing for prizes open to anyone that shops local on Saturday, November 26th. Just bring in your receipt to city hall with the name of the business and the date (November 26) on it and put it in the drawing. On December 8, the Chamber of Commerce will draw 5 people that shopped at a Box Elder Business November 26th. The Chamber will give out \$75-1st place, \$50-2nd place, \$25-3rd place in Box Elder Bucks and have some other very nice prizes to give away. We encourage you to shop at more than one business, which gives you a better chance of winning. However, you can only win one time.

Small Business Saturday, any Saturday or any other day in between, supporting small businesses deserves to be part of our everyday routine.

Dennis Wagner
Chamber President

Larry Larson
Mayor



Winter Roads

With winter weather comes icy roads. A safer and alternate driving route to take is liberty Boulevard rather than Ellsworth Road. Ellsworth Road gets very icy due to the steep incline of the road. Liberty Boulevard has a gradual incline that is safer to drive on during winter weather.

Bob Kaufman,
Public Works Director



Dress for the weather

- Wear several layers of loose fitting, lightweight, warm clothing rather than one layer of heavy clothing. The outer garments should be tightly woven and water repellent.
- Wear mittens, which are warmer than gloves.
- Wear a hat.
- Cover your mouth with a scarf to protect your lungs.

Prepare your home and family

- Winterize your home by insulating walls and attics.
- Caulk and weather strip doors and windows.
- Install storm windows or cover windows with plastic.
- Install and check smoke detectors.
- Learn how to shut off water valves (in case a pipe bursts.)

Prepare your car

- Check or have a mechanic check the following items on your car:
Antifreeze – Battery - Ignition – Brakes – Exhaust System – Fuel – Air Filters – Heaters –
Defrosters – Lights – Flashing Hazard Lights – Oil – Thermostat – Windshield Wiper Equipment

Place a winter emergency kit in each car that includes:

Shovel – Battery Powered Radio – Snack Food – First Aid Kit – Pocket Knife – Tow Chain or Rope –
Emergency Flares – windshield Scraper – Extra Batteries – Matches – Road Salt & Sand –
Fluorescent Distress Flag – Flashlight – Water – Extra Hats, Socks, Mittens – Blanket(s) – Booster
Cables – Necessary Medications

You can visit <https://www.ready.gov/winter-weather> for more tips.

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.

Box Elder Snow Removal Facts



The City Code of Ordinances states that property owners and occupants are responsible for snow removal on sidewalks abutting their property within twenty-four (24) hours of snow event. Failure to remove snow from the sidewalks in a timely fashion may result in issuance of a citation and/or, the City may remove the snow and assess the costs to the property owner.

Residential and commercial properties not cleared can be reported to the City Code Enforcement staff by calling 923-1404.

Another option is to simply ask the owner/occupant to please clear the sidewalk. They can be informed, if they do not know, they are responsible and subject to fines for noncompliance.

Neighbors, especially those with snow blowers, are encouraged to voluntarily assist residents who are physically unable to clear their sidewalks because they are disabled or older.

It is the responsibility of the nearest property owner or occupant to clear around fire hydrants and approved bus stops.

If you are unable to remove the snow on your own, there are many snow removal agencies in the area, which will be happy to assist you to gain compliance.

Ron Koan
Planning Director



Naughty, Naughty

The City has experienced a rash of illegal/unauthorized connections and turn-ons of the water through the City water distribution system. It is illegal for any person to connect to the City system without establishing an account with the City Water Department at City Hall. It is also illegal for any person to turn on or operate a water curb valve. There are severe penalties and fines for such illegal actions that can include permanent denial of service through the Box Elder water system. If you have any questions about your water service please contact the Utility Billing Office at City Hall.

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



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

PZ Director Ron Koan ron.koan@boxelder.us

Assistant Finance Officer Mystee Lashwood mystee.lashwood@boxelder.us

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

Finance Admin 2 Randy Papendick randy.papendick@boxelder.us

Code Enforce/Bldg Insp Keith Walker keith.walker@boxelder.us

PZ Assistant Michelle Clavadetscher michelle.clavadetscher@boxelder.us

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

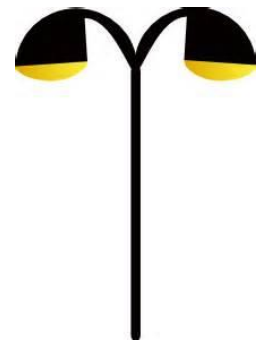
Street Light Out



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

