



From the Mayor's Desk,

For those of you that live in Prairie View or will be driving to Prairie View using the new straightened road, please remember the speed limit is still 25 mph. With the new road straightened out it will be easy to go faster if you are not paying attention. The gravel road will be closed and only open in emergency situations. However, you can use it to walk or ride your bike on.

It may seem like a long ways off but before you know it Halloween will be here. This is a fun holiday for kids and we want to make it a safe and enjoyable time. Please be extra careful when you are out and about trick or treating as there will be lots of little ones walking from house to house.

Larry Larson
Mayor



Meet Our New City Administrator/Finance Officer

Nicole Schneider comes to the City with 19+ years of experience in municipal finance and administration. A very proud mother of two boys (young men), she enjoys the outdoors, the ocean, playing the violin and good food! She is excited about the possibilities and the opportunities that await in Box Elder.

City Council Members

Ward 1: Scott Allen, President • Bruce Hegel

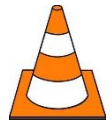
Ward 2: Jeff Hollinshead • Doug Curry

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

October: Important City Dates

City Council Meetings: Oct 4, 18

Planning & Zoning Meetings: Oct 10, 24



S. Ellsworth Rd Reconstruction

Work on South Ellsworth Road is nearing completion. South Ellsworth was opened to traffic on September 30th. All work will be completed by October 7th. The project will be completed on schedule and within budget.

Thunderbird Subdivision Drainage Study

The initial public meeting on the Thunderbird Drainage Study was held this past month. The meeting had a good turnout and the citizens actively participated providing valuable and needed information for completion of the study. Final study results with recommendations will be available in the spring of 2017.



Future Extension of E. Mall Drive

The City has been in negotiations with the SD Department of Transportation and local developers for the future extension of East Mall Drive from Elk Vale Road east to the North I-90 Service Road. Efforts are proceeding well. A bid letting is scheduled for spring of 2017 and construction is scheduled to begin in the summer of 2017.



Ghere Well Testing

A testing project to determine possible remedies for the poor water quality from the Ghere Well has begun. Results from the testing and recommendations should be provided by January 2017.

Booster Pump Station

The City Public Works crew will be starting work this fall to replace the booster pump station next to Radar Hill Road in the Cheyenne Pass Subdivision. This work will be completed in the spring of 2017.

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.

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 extend as far as permanent denial of service through the Box Elder water system. If you have any questions about your water service please contact the Water Office at City Hall.

Come in! Enjoy!
October 25th, 2016
6:00 – 8:00 p.m.
Douglas High
School

Safe
Halloween
Fun!

Hope to see you all there!



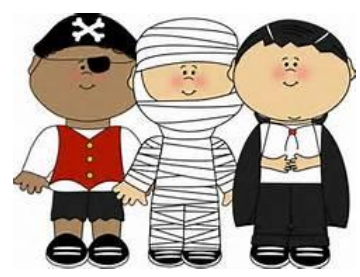
For a fun & safe night of
Free Trick or Treating
Provided by businesses
Located in the Gym

Costume Contest

Carnival Games provided by
DHS Music Department
Tickets – 1 for \$.25 or 5 for \$1.00
Food & Drinks also available
in the Cafeteria



For more information, contact April: 605-786-3650



Sponsored by:
Ellsworth/Box Elder Lions Club

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, then you can call 923-1404 and talk to someone and ask what your bill amount is.
- 2. What happens if I don't pay my bill on the 1st of the month?** If you don't pay your bill on the 1st when it is due, there is a grace period until the 15th of the month. After 5:00 p.m. on the 15th of the month, there is a \$10.00 late penalty applied to each unpaid account. There is another grace period after the 15th of the month until 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 services are subject to disconnection and a \$100.00 reconnect fee is applied.
- 4. What do I need to pay to have my services reconnected?** You need to pay the past due balance and the reconnect fee in full. In order to guarantee that services are connected the same day, payments must be made before 3:30 pm. After 3:30 pm, restoration of services is not guaranteed, but if there is time, the servicemen will try to accommodate.
- 5. How can I avoid having my services disconnected the next month?** When your services are disconnected and paid for, our servicemen go out to the house and restore services. When you pay the past due balance and the reconnect fee, there is still a balance on your account which is the billing for the month that is due by the 15th of the month. This balance will need to be paid before the disconnect date or services will be subject to disconnection.



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 on 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. reconnect fee is applied to the account.



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 public.works@boxelder.us

PZ Coordinator Ron Koan rkoan@boxelder.us

Assistant Finance Officer Mystee Lashwood mystee@boxelder.us

Finance Admin 1 Racheal Jundt racheal@boxelder.us

Finance Admin 2 Randy Papendick randy@boxelder.us

Code Enforce/Bldg Insp Keith Walker kwalker@boxelder.us

PZ Assistant Michelle Clavadetscher michelle@boxelder.us

Public Works Utility Billing Brenda Brown brenda@boxelder.us

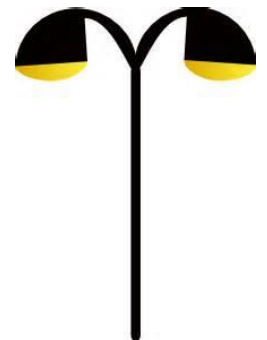
Street Light Out



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

