City Newsletter

Septic Tank Care

The good, the bad & the ugly

Each water/sewer customer with a full hook-up pays $15 per month for their septic service. That money is set aside for when your septic tank needs pumped. It is a DEC requirement that we check your septic tank every three years and pump as needed. Depending on how a septic tank is cared for, it can be many years before it actually needs to be pumped. It is the City's responsibility to check septic tanks every three years and the home owner's responsibility to make sure the septic tank lid is exposed when the City employee arrives on site to check the tank. It is in the community's best interest for each of us to maintain our septic systems to the best of our ability. Here are some tips:

- Bacteria in your septic tank break down solids and then consume each other. Antibacterial products kill the good bacteria in your septic tank. Try to minimize the amount of harsh chemicals that go down the drain.

- Avoid dumping grease down the drain (hard to resist………I know)

- Your septic tank can only handle so much water at a time. Check for and make repairs to leaky toilets. Consider installing low flow or high efficiency toilets.

- Spread out laundry use. Instead of doing all of your laundry in one day, spread it out over the week to give you septic tank time to recover.

- Avoid garbage disposals and if you already have one, use it sparingly.

- There are septic tank maintenance products available. You can research online.

"Well done is better than well said."

By Benjamin Franklin

CALENDAR OF EVENTS

CITY OF COFFMAN COVE REGULAR COUNCIL MEETING

CITY HALL
NOVEMBER 21ST AT 7:00 P.M.
AGENDA T.B.D.

CITY OF COFFMAN COVE COUNCIL WORKSHOP

CITY HALL
NOVEMBER 12TH AT 7:00 P.M.
AGENDA T.B.D.

CITY OF COFFMAN COVE SPECIAL COUNCIL MEETING

CITY HALL
NOVEMBER 1ST AT 7:00 P.M.
AGENDA T.B.D.

AICS COFFMAN COVE CLINIC

COFFMAN COVE CLINIC
NOVEMBER 19TH AND 20TH
FOR AN APPOINTMENT PLEASE CALL 907-305-1201

Wet Trash & Critters

A word from your Refuse Collection Manager

Many of us have lost our garbage can lids during wind storms. When a garbage can is left outside with trash in it and no lid, it collects rain water and the trash becomes much heavier. The heavier garbage costs the City more to dispose of therefore we impose a wet garbage surcharge of $5 on the customer. Also, with no lid to secure the contents of the garbage can, the birds and other animals have been picking out the garbage and creating a mess. If garbage has be picked off of the ground because it has been pulled out of the can, we impose another charge to cover labor. To avoid these charges, please use a lid and try to make sure your lid is secure enough to withstand the critters that creep around at night tipping garbage cans and also try to attach the lid to the can so you don't lose it during our winter storms.

MORE WAYS TO CUSTOMIZE THIS TEMPLATE

FOOTERS

To change the text at the very bottom of each page of your newsletter, click Headers and Footers on the View menu. Use the Header and Footer toolbar to open the footer, and replace the sample text with your own text.

INSERT SYMBOL

It is a good idea to place a small symbol at the end of each article to let the reader know that the article is finished and will not continue onto another page. Position your cursor at the end of the article, click Symbol on the Insert menu, choose the symbol you want, and then click Insert.

BORDERS

You can use page borders and text box borders to change the appearance of your newsletter. Borders on text boxes help keep different articles separate, and can set off sidebar articles from the rest of the page. To change a text box border, select it, double click its edge and choose the Colors and Lines tab in the Format Auto Shape dialog box.

QUESTIONS AND ANSWERS

Q: I would like to change some of the text box shading to improve the print quality. Can that be done?

A: Yes. To change the shading or color of a text box, select it and double click its borders to open the Format Text Box dialog box. Click the colors and lines tab and then choose the new color from the Color drop-down list in the Fill section.

Q: What's the best way to print this newsletter?

A: Print page 2 on the back of page 1.Fold in half and mail with or without an envelope. For best results, use a medium to heavyweight paper. If you're mailing without an envelope, seal with a label.

Q: I would like to use my own clip art. How do I change the art without changing the design?

A: To change a picture, click on the picture, then point to Picture on the Insert menu and click From File. Choose a new picture, and click Insert.

Inserting and Editing Pictures

Type your sub-heading here

You can replace the pictures in this template with your company's art. Select the picture you want to replace, point to Picture in the Insert menu, and click From File. Choose a new picture and then click Insert. Select the Link to File box if you don't want to embed the art in the newsletter. This is a good idea if you need to minimize your file size; embedding a picture adds significantly to the size of the file.

To edit a picture, click on it to activate the Picture toolbar. You can use this toolbar to adjust brightness and contrast,

Choose a new picture, and click the Link to File box if you don't want to save the art with the newsletter.

change line properties and crop the image. For more detailed editing, double-click on the graphic to activate the drawing layer. ∎

Q: How do I change the text and borders that appear at the bottom of every page?

A: Click Headers and Footers on the View menu. Use the Header and Footer toolbar to navigate among headers and footers, insert date or time, or format the page numbers. To change the text in the footer, select it and type your new text. To change the border, click Borders and Shading on the Format menu.

Q: Can I save a customized newsletter as a template for future editions?

A: Yes. First make any changes you want to this newsletter, then click Save As on the File menu. Choose Document Template from the Save as type drop down list (the extension should change from .doc to .dot). Save the file under a new name. Next time you want to create a newsletter, choose New from the File menu, then choose your template.