

ORDINANCE 2022-2

AN ORDINANCE REPEALING SECTION 32-139 OF CHAPTER 32 UTILITIES,
ARTICLE 4 DIVISION 3 AND REPLACING SAME WITH A NEW SECTION 32-139
GREASE CONTROL PROGRAM

Be it ordained by the Mayor and Council of the City of Barnwell, South Carolina as follows:

WHEREAS, the grease control program established by City of Barnwell requires that fats, oils, and greases be handled in a manner that does not cause sanitary sewer overflows or adversely impact any component of City of Barnwell's sewer collection lines and/or wastewater treatment system. This program requires that all food service establishments or any other establishments that may impact our system with fats, oils, and greases comply with the requirements set forth within this grease control policy. The intent of this program is to protect the sanitary sewer system from the effects of fats, oils, and greases and to ensure that compliance is maintained. See the next page for the program description:

Barnwell Grease Control Program

Section 1. Legal and Regulatory Basis

Pursuant to the authority of Act No. 1503 of 1970 as amended, general laws and statutes of the State of South Carolina, and Federal law, the City of Barnwell's Sewer System ("the City") is empowered to establish rules and regulations. Act 1503 specifically authorizes the City to "establish rules, regulations and policies related to the use, operation and administration of sewerage facilities under the control of the Commission...". The City is also empowered in Act 1503 to establish such rules, regulations and policies related to "all sewerage facilities not controlled by the City but from which sewerage is contributed to the City's system". Act 1503 empowers the City's Council to "promulgate and publish such rules and regulations as it may deem appropriate and necessary...".

The requirements within this policy include items referenced within the City of Barnwell's Code of Ordinances. The provisions in these Ordinances are non-exclusive and the City may rely on other rules, regulations, statutes, and policies developed which are applicable.

Section 2. Prohibition Related to Oil & Grease Discharge

No person shall discharge or cause to be discharged any of the following described water or wastes either directly or indirectly into the sewerage facilities of the City:

- 2.1. Total fats, wax, grease, or oil of animal or vegetable origin greater than 100 mg/l, whether emulsified or not, or containing substances which may solidify or become viscous at a temperature between 32° and 160° Fahrenheit (0° and 71.1° Celsius) unless otherwise approved or permitted in writing.
 - 2.2. Any substance which will cause interference, i.e., contribute to the treatment plant violating its NPDES Permit or the water quality standards of the receiving stream or any other federal or state permit regulating the operation of the treatment plant.
 - 2.3. Pollutants in any quantity that may result in a sheen, foam, or color on the receiving stream.
 - 2.4. Any trucked or hauled pollutants or wastewater except as specifically authorized by the City.
 - 2.5. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that may cause interference or pass through.
 - 2.6 The use of chemical or biological agents, physical methods, or any other means to dissolve, liquefy, suspend, disperse, emulsify, entrain, or otherwise cause any oil, grease, or other similar material to flow through the sanitary sewer or achieve compliance with the City limitations.
- If the District determines to its satisfaction, that any prohibited discharge has taken place, the City shall employ whatever enforcement actions it deems necessary.

Section 3. Definitions

3.1 Commercial Establishment

For the purposes of this program, “commercial establishment” includes any facility other than a residential dwelling that in the City of Barnwell’s opinion would require a grease trap, oil water separator, sand trap or similar pollution control device installation by virtue of its operations.

3.2. City

The City of Barnwell, South Carolina, or any duly authorized officials acting in its behalf.

3.3. Fats, oils and grease (FOG)

Oil and grease includes non-volatile hydrocarbons, vegetable oils, animal fats, waxes, soaps, greases, and related pollutants that can be extracted from a wastewater sample and determined by EPA method 1664 as may be amended or by other EPA method as may be applicable; oil and grease is also referred to as n-hexane extractable materials (HEM) because of the solvent used in the method’s extraction process. Discharge of oil and grease into the POTW is conditionally permitted as indicated in Section 3 of the City of Barnwell Code of Ordinances.

3.4. Food Service Establishment (FSE)

Any facility that prepares and or serves food for consumption and discharges kitchen or food preparation wastewater, including restaurants, institutes, motels, hotels, cafeterias, hospitals, schools, churches, bars, bakeries, meat processing operations etc., and any other facility that, in City of Barnwell’s opinion would require a grease trap installation by virtue of its operations. Such definition normally includes any establishment required to have a South Carolina Department of Health and Environmental Control (SCDHEC) food service license and any like agency in bordering states which discharges impact City of Barnwell’s service area. *FSE excludes residential occupancies that do not participate in the selling or preparation of food for commercial gain or business.*

3.5. Grease Trap/Grease Interceptor

The device utilized to affect the separation of fats, oils and greases in wastewater effluents from food service establishments and/or grease and oil generating establishments (vehicular repair/maintenance centers). Such traps or interceptors may be of the “outdoor” or underground type normally of a 1,000 gallons capacity or greater capacity, or the “under-the-counter” package units normally referred to as the under-the-counter. **Please note that under-the-counter traps require special approval from the City for installation.** For the purpose of this Program, the words “trap” and “interceptor” are generally used interchangeably. The device used should maintain oil and grease effluent not to exceed 100 mg/l as stipulated within the Code of Ordinances.

3.6. Oil Water Separator

An in-line device utilized to remove oils and greases from wastewater effluents from vehicular service activities. The device used should maintain an oil and grease effluent not to exceed 100 mg/l as stipulated within the Rules and Regulations.

3.7. Sand Trap

A device utilized to trap sand, rocks, and similar debris heavier than water. This device may be installed in outlets from car wash areas also referred to as a grit trap.

3.8. 25% Rule

Grease traps have been found not to operate consistently well when at a capacity of 25% or more with oils, greases and/or solids; therefore, it is the City's policy that these units should be serviced once 25% of the liquid height of the grease trap contains floating materials, solids, oils and/or greases.

3.9. User

Any person who contributes, causes, or permits the contribution of wastewater into the City of Barnwell's Sewer System.

Section 4. Requirements For Oil And Grease Traps or Interceptors

City approved grease, oil and sand traps or interceptors are required and necessary for all existing and new food service establishments or operations, vehicular service facilities, and car washes for the proper handling and control of wastewater containing excessive amounts of grease, oil or sand being discharged to public sanitary sewers. Such traps or interceptors shall not be required for private living quarters or dwelling units, but may be required for industrial or commercial establishments, public eating places, hospitals, dependent care facilities, hotels, abattoirs, other institutions or other commercial locations engaging in food preparation. Such traps or interceptors shall be readily accessible for cleaning and inspection and shall be maintained in continuous operation by the owner/user at his/her expense. Whenever City inspection of such existing traps or interceptors results in a written notice for action on the part of the person responsible for the trap or interceptor, such action shall be completed within the compliance period granted by the inspecting authority.

When retained or trapped material (including but not limited to oil, grease, sand, grit, etc.) is removed from grease, oil and sand traps or interceptors, such material shall be removed by pumping or other physical means and shall be hauled away for disposal in accordance with applicable federal, state, and local regulations. No such retained or trapped material in any form shall be allowed to pass from the trap or interceptor into the sanitary sewer. The entire contents of the grease trap must be removed, this includes all trapped fats, oils, and greases, wastewater therein and solids. No waste, and/or wastewater from the pumping are to be reintroduced into the grease trap/grease interceptor. The use of chemical or biological agents, physical methods, or any other means to dissolve, liquefy, suspend, disperse, emulsify, entrain, or otherwise cause retained or trapped material to flow from the trap or interceptor into the sewer collection system are prohibited. No wastewater, with the exception of wastewater generated and related to food preparation shall be introduced to a grease trap. The owner/user shall provide the City, upon request, with accurate information as to the ultimate disposal method and location of the material pumped or otherwise removed from the trap or interceptor.

Section 5. The City requires no less than a 1000 gallons in-ground outside grease trap for the following:

- 5.1. A new building containing a food service establishment FSE.
- 5.2. An FSE placed in an existing building, which has not previously contained an FSE.
- 5.3. A major remodeling to occur at an existing FSE or a building that will be used for an FSE, and where no outside grease trap is currently present.

5.4. Any FSE and/or commercial establishment that has been found to be the cause of one or more fat, oil and grease overflows, or has been found to have a discharge that requires the City to increase maintenance to prevent fat, oil and grease-related line blockages and/or overflows from occurring.

5.5. Churches containing schools and/or that routinely prepare and serve food.

If a 1000 gallon grease trap is found to be inadequate and the discharge results in problems within the City sewer line collection system, The City of Barnwell may revisit this installation and require improvements as deemed necessary.

At its discretion, the City may exclude an FSE/Commercial establishment that it deems as non-significant.

Section 6. Commercial Development Recommendations

Spartanburg Water recommends that new commercial developments provide a stub-out for a separate waste collection line(s) for the installation of future in-ground, outside grease trap(s) for each potential unit within a commercial development. The owner/user of a new commercial development should account for suitable physical property space and sewer gradient that will be conducive for the installation of an outside, in-ground grease trap(s) for any flex space contained within the commercial development. Physical property restrictions and sewer gradient should not be a hindrance for the installation of an in-ground outside grease trap.

Section 7. Variances

7.1. Variances to the design, size of grease traps, and maintenance requirements contained herein may be requested. The User must submit sufficient documentation as required by the City of Barnwell Public Works Director or his/her designee that explains the need to vary from design or maintenance requirements. The City will notify in writing of the acceptance or denial of the variance request. The City reserves the right to revoke the variance when deemed necessary.

7.2. Any FSE allowed to have a variance to this policy must adopt the **Best Management Practices**. The Best Management Practices can be found at the end of this document. FSE should have a waste bin on site for the shipment of grease and/or grease laden waste for offsite disposal.

7.3. Where it is determined by the City that the installation of an approved in-ground outside grease trap is infeasible or physically impossible to install, then an adequate and approved “under-the-counter” grease trap, may be required for use on individual fixtures, including sinks, dishwashers, and other potentially grease containing drains. The location of these units must be located as near as possible to the source of the wastewater. Under-the-counter grease traps require more frequent maintenance and record-keeping.

7.4 An appeal from a denial of a variance request shall be filed within ten (10) days in writing with the City Administrator. An appeal from the decision of the City Administrator of a denial of a variance shall be filed within ten days in writing with the City Clerk in an appeal to Council.

Section 8. Compliance Timeframe for Installation of Grease Traps

The City of Barnwell acknowledges the cost associated with installing equipment at existing facilities where no fats, oils and grease handling equipment is currently in place to comply with the Grease Control Program Policy. Due to the cost associated with the installation of an in-

ground outside grease trap for an FSE/Commercial establishment that must comply with the requirements contained within this policy, the FSE/Commercial establishment will be given a compliance deadline to complete the installation of the minimum 1000 gallons or greater grease trap. The owner(s)/user(s) will be notified in writing and given 24 months from the date of notification to have installed all proper equipment to ensure the requirements contained in this policy are met. Failure to comply with this specified timeframe will be considered a violation of this policy and may result in penalties, corrective actions and potential discontinuation of sewer service.

If an existing FSE/Commercial establishment is found to have installed equipment that has been determined to be inadequate or substandard to meet the requirements of this policy, the owner(s)/user(s) will be notified in writing and given 12 months from the date of notification to have installed all proper equipment to ensure the requirements contained in this policy are met. Failure to comply with this specified timeframe will be considered a violation of this policy and may result in penalties, corrective actions and potential discontinuation of sewer service.

If an FSE/Commercial establishment is required to install an under-the-counter grease trap, the owner(s)/user(s) will be notified in writing and given 6 months from the date of notification to have installed all proper equipment to ensure the requirements contained in this policy are met. Failure to comply with this specified timeframe will be considered a violation of this policy and may result in penalties, corrective actions and potential discontinuation of sewer service.

If the specified timeframe cannot be met, the FSE/Commercial establishment should request a variance to the specified timeframe in writing at least 30 days prior to the deadline given for compliance. The number of variance requests to the specified timeframe may be limited. This variance request should be submitted to:

City of Barnwell
Grease Control Program
P.O. Box 776
Barnwell, SC 29812

Owners will be notified in writing by the Public Works Director and given a ten (10) day notice of any penalties, corrective actions and potential discontinuation service. Any appeal of any penalty, corrective action or discontinuation of sewer service shall be filed with ten (10) days in writing with the City Administrator. Any appeal from the decision of the City Administrator of any penalty, corrective action or discontinuation of service shall be filed within ten (10) days in writing with the City Clerk of an appeal to Council.

Section 9. Right of Entry

The City, DHEC, and EPA shall have the right to enter the premises of any user and locate, inspect, photograph, videotape, or electronically image any sanitary sewer, facility, equipment, process, event, or activity for the purpose of documenting compliance or noncompliance with the Grease Control Program Policy and the Code of Ordinances or permit or as deemed necessary for inspection or enforcement procedures. Users who deny or withdraw permission for the City to photograph, videotape, or electronically image any facility, equipment, process, event or activity shall be deemed to have denied entry.

Users shall allow the City ready access to all parts of the premises for the purposes of location, inspection, sampling, records examination and copying, and the performance of any additional

duties. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected or sampled shall be promptly removed by the user at the request of the City and shall not be replaced. The costs of clearing such access shall be borne by the user. Where a user has security measures in force that require proper identification and clearance before entry into its premises, the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the City shall be permitted to enter without delay for the purposes of documenting compliance or non-compliance or for inspection or enforcement procedures. Unreasonable delays in allowing the City access to the user's premises shall be deemed a violation of the Grease Control Policy and the City of Barnwell's Code of Ordinances. The City shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling or metering of the user's wastewater. The City may require the user to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated no less frequently than annually to ensure their accuracy. If the City makes a determination to discontinue a user's sanitary sewer service for failure to comply, then the user or property owner shall allow the City ready and unobstructed access to the user's or property owner's premises for the purpose of locating, inspecting, disconnecting, or reconnecting the user's sanitary sewer service. Any user or property owner who denies entry to the City shall be subject to enforcement actions including but not limited to penalties as described in this policy, and other penalties prescribed by law. If the City has been refused entry, and if the City suspects that there may be a violation of the Grease Control Policy, the Code of Ordinances, wastewater discharge permit, discharge authorization, or coverage under any general permit or order, or the City has need to inspect as part of a routine inspection program of the City designed to confirm compliance with this policy and/or the Code of Ordinances, wastewater discharge permit, discharge authorization, or any order issued hereunder, or to protect the overall public health, safety and welfare of the community, the City may seek an ex parte order from the Court of Common Pleas directing that the user permit such access and may obtain the services of the Barnwell Police Department to enforce such order.

Section 10. Frequency of Inspections by the City

10.1. In-ground Outside Grease Traps/Oil Water Separators

Users with in-ground outside grease traps/oil water separators will be inspected on a routine basis by City personnel. This inspection may include an inspection of the grease trap, maintenance records, and grease/rendering bin(s). If non-compliance is found, the inspector will leave a notice of non-compliance stipulating the item(s) that are found to be non-compliant along with a specified timeframe for the user to become compliant. Failure to comply within the specified timeframe may result in the City taking enforcement action against the user.

10.2. Under-the-Counter Grease Traps

FSEs with under-the-counter grease traps will be inspected on a routine basis by City personnel. This inspection may include an inspection of the grease trap, maintenance records, and grease/rendering bins. If non-compliance is found, the inspector will leave a notice of non-compliance stipulating the item(s) that are found to be non-compliant along with a specified

timeframe for the FSE to become compliant. Failure to comply within the specified timeframe may result in the City taking enforcement action against the FSE.

Section 11. Standards for Construction In-ground Outside Grease Traps

In-ground outside grease traps shall be sized to provide at least a 25 minute retention time under actual peak flow, with the exception of that no in-ground outside grease trap shall be less than 1,000 gallons total capacity. All grease traps should receive a pre-installation approval and a post installation approval from the City. To receive this approval contact the Public Works Director @ wwtp@cityofbarnwell.com 36 hours in advance. A design drawing of the grease trap to be installed, its plumbing details, and size should be submitted prior to the installation along with the trap's location in relation to the FSE it serves. Please note along with this office, all grease trap drawings, designs, and installation plans require approval from the city building code department. The City of Barnwell utilizes the International Plumbing Codes.

All grease traps must be secured and maintained by its owner/user in a manner that will prevent the introduction of any prohibited waste and any other unauthorized access. Owners/Users of grease traps shall be responsible for all expenses related to securing their grease traps. The failure to secure and maintain grease traps is a violation of the City of Barnwell's Code of Ordinances and enforcement actions may be taken against the FSE.

Typical construction-detail drawings are attached to this policy. In approving an FSE grease trap installation, the City does not accept any liability for the failure of the grease trap to meet and maintain compliance with this policy and/or the Rules and Regulations or any subsequent regulation(s).

No grease trap may be greater than 2000 gallons, if more grease trap capacity is needed than 2000 gallons; an in-line series of traps of 2000 gallons or less may be utilized to comply with this policy.

In-ground outside grease traps (whether single or connected in series) must be accessible from the surface and fitted with an influent tee that is at least 24 inches off the bottom and a final effluent tee that is 12 inches off the bottom. Dual chambered grease traps must contain an influent tee that is at least 24 inches off the bottom, a center clean-out above ground and a dividing/baffle wall that is equipped with a tee that is 12 inches from the grease tank bottom on the influent side and a pipe that goes through the dividing wall that is 24 inches off the bottom on the effluent side of the tank. The effluent side final tee must be at least 12 inches off the bottom. These criteria apply to in-ground outside type grease trap units. All traps should have an accessible opening on the inlet side and one on the outlet side that is accessible for inspection at all times. These openings should be typical load-bearing manhole covers unless otherwise exempted by this office. All new food establishments should comply with these criteria. It is the user's responsibility to ensure accessibility to the trap located at the site, i.e. landscaping within the trap area should not interfere with the accessibility.

Guidance on the sizing of grease traps is located at the end of this document.

Section 12. Maintenance of In-ground Outside Grease Traps

12.1 Owners/users of a grease trap shall be responsible for the proper removal and disposal by appropriate means of material captured by the grease trap.

The entire contents of the grease trap must be removed, including all trapped fats, oils and greases, wastewater and solids. No waste or wastewater from the pumping is to be reintroduced into the grease trap/grease interceptor. Owners/users shall be responsible for ensuring that no waste, wastewater or solids pumped from the trap are reintroduced into the trap or interceptor and that the trap is properly maintained.

The City requires that grease traps be serviced once 25% of the liquid height of the grease trap contains floating materials, solids, oils and/or greases. The liquid height is measured as the internal depth from the outlet water elevation to the bottom of the trap. This 25% capacity can be reached by the trap containing 25% of grease; 25% of solids; or a combination of grease and solids that reaches the 25%. The City requires that all external traps be pumped on a consistent basis to ensure that the 25% capacity is not violated. This may result in more frequent pumping than the required quarterly pumping detailed below. The determination of when pumping is necessary should be made by the owner/user management in consultation with a contract hauler/pumper and based on the condition of the trap. At a minimum, all in-ground outside grease traps must be pumped at least once a quarter. Calendar quarters are defined as 1st quarter: January 1 through March 31; 2nd quarter: April 1 through June 30; 3rd quarter: July 1, through September 30; 4th quarter: October 1, through December 31.

If an FSE/commercial establishment is found to have excessive non-compliance, and /or continually impacts the City sewer system adversely, the City may deem it necessary to regulate an FSE/commercial establishment by issuing a schedule to be followed which varies from the above requirement. The City may also revisit this installation and require improvements as it deems necessary.

12.2. Monitoring of Grease Traps for Polychlorinated Biphenyls (PCBs)

Any Introduction of Polychlorinated Biphenyls (PCBs) into the City's sewer system is a violation of the City of Barnwell's Code of Ordinances and may result in enforcement action(s). Failure to maintain a secured grease trap is a violation of the City of Barnwell's Code of Ordinances and may result in enforcement action(s).

The City will secure monitoring for PCBs on an annual basis for all in-ground, outside grease traps located at FSEs that prepare food for retail sales for direct human consumption on the premises within the City's boundaries and discharging to the City's sewer collection system. A copy of the analysis will be forwarded to the FSE once received by the City.

All FSEs having in-ground, outside grease traps located at FSEs that prepare food for retail sales for direct human consumption on the premises, and all commercial FSEs preparing food for wholesale/resale distribution that are located within the City of Barnwell, are required to provide to the City on an annual basis laboratory report(s) and chain-of-custody record(s) from a SCDHEC certified laboratory to document that the grease trap contents have no PCB contamination. For purposes of this section, annual basis shall mean within 365 calendar days of the last satisfactory laboratory report(s). The laboratory reports and all other required paperwork must be presented prior to discharging the grease loads in the City Sewer System. Failure to provide this information may result in enforcement action in accordance with the City's Code of Ordinances.

If PCBs are found, the City will take immediate steps to discontinue any discharge from the FSE's grease trap until the FSE can provide analytical results that demonstrate that the grease trap has PCB levels of non-detect and PCBs are no longer present.

12.3. Record-Keeping Requirement for In-ground Outside Grease Traps

Records should be maintained by the FSE owner/users documenting that proper grease disposal has occurred or is occurring. It is the owner/users responsibility to educate their staff on the proper disposal of kitchen waste without adversely impacting the sewer and how to properly adhere to all record-keeping required as specified within this policy. All FSEs shall maintain a copy of the Grease Trap Maintenance Log, a copy of the annual PCB Lab Report results, and annual authorization letter from the City. These documents are to be accessible and available to City personnel for review during inspections. Maintenance verification should include the following: Copies of the Grease Trap Maintenance Log as well as the service receipt from the Grease Hauler, PCB Lab Report results, and annual authorization letter from the City. These records must be maintained for a minimum of three (3) years.

The City's Grease Trap Maintenance Log form must be utilized to document maintenance of the grease trap. The records of pumping must be maintained by the grease trap owner/user for no less than one year retention time and be available for review by the City upon request.

12.4 Closing of FSE

It is the responsibility of the FSE owner/user to secure all in-ground outside grease traps associated with the FSE's operations upon closing of the FSE. This securing procedure should eliminate any ability to access the grease trap(s) connected to the City of Barnwell Sewer System collection and/or treatment system. Failure to secure the closing/closed FSE's grease trap may result in City securing the trap and charging any cost recovery associated with this procedure to the former FSE owner/user.

Section 13. Under-the-Counter Grease Trap Variance

Where in-ground outside grease traps are not feasible; special approval for an under-the-counter grease trap may be given provided that these devices are approved by the City prior to installation. To obtain prior approval, all necessary information must be supplied such as the kitchen fixture(s) to which it will be attached, gallons per minute of discharge entering into the grease trap unit, unit type, size, location, and flow control fittings, and any other information that may be deemed necessary by the City. Please note along with this office all grease trap drawings, designs, and installation plans require approval from the city building code department. The City of Barnwell utilizes the International Plumbing Codes. To receive approval, all the above information should be submitted or mailed to this office 2 weeks prior to the installation. A post-installation inspection will have to be performed by this office. To have the under-the-counter grease trap post-installation inspection performed; the Public Works Director should be contacted at least 48 hours in advance at (803) 259-1476, or at the email address: wwtp@cityofbarnwell.com. In approving an FSE grease trap installation, the City does not accept any liability for the failure of the grease trap to meet and maintain compliance with this policy and/or the Code of Ordinances or any subsequent regulation(s).

An under-the-counter trap must be in close proximity to the source of the wastewater it receives. All under-the-counter traps must be sized to prevent overloading of the trap and allow for proper operation. This may be required on individual fixtures including dishwashers, sinks and other potentially grease-containing drains. The sizing of the under-the-counter grease trap should be based on the grease retention capacity rating in pounds. The City requires that this capacity be at least two (2) times the GPM flow rate of the type fixture which it serves. An example is if an under-the-counter trap is installed for a 50 gallon per minute sink, the trap should have the grease

retention capacity of 100 pounds. Flow control fittings must be provided to the inlet side of the under-the-counter grease trap units to prevent overloading of the under-the-counter grease trap and allow for proper operation. As stipulated, all grease trap designs and flow control fittings must be approved by the City prior to installation.

Guidance on the sizing of grease traps is located at the end of this document.

13.1. Maintenance of Under-the-Counter Traps

Maintenance must occur weekly for under-the-counter grease traps. This requirement may be changed if the City deems weekly to be inadequate or excessive for the particular trap. A weekly form, *City of Barnwell Weekly Under-the-Counter Grease Trap Disposal Log*, can be found in this policy for maintenance of the under-the-counter grease traps and should be utilized to document maintenance.

If an FSE/commercial establishment is found to have excessive non-compliance, and /or continually impacts the City sewer system adversely, the City may deem it necessary to regulate an FSE/commercial establishment by issuing a schedule to be followed which varies from the above requirement. The City may also revisit this installation and require improvements as it deems necessary.

13.2. Record-Keeping Requirement

Records should be maintained for review by the City's inspector documenting that proper disposal has occurred or is occurring. It is the owner/user responsibility to educate their staff on the proper disposal of kitchen waste without adversely impacting the sewer and how to properly adhere to all record-keeping specified within this policy.

The log sheet requires that the date, the amount removed, the method of disposal and the manager's signature be included on the form for each cleaning. The cleaning record should be maintained on site for inspection by City personnel. The original forms should be maintained by the grease trap owner/user for no less than three years time and be available for review by The City.

Section 14. Non-compliance Enforcement and Penalties

14.1. Non-compliance violations with this policy are defined as but not limited to the following items and/or any combination of these items:

Improper maintenance

Failure to maintain records

Failure to submit records

Inspection hindrance

Failure to pump grease

Failure to maintain necessary grease trap equipment (i.e. plumbing, covering, grease bin) Source of sewer blockage

Source of sanitary sewer overflow

Falsification of maintenance Records

Failure to meet installation Compliance Timeframe

14.2. A Notification of Grease Trap Non-Compliance is issued whenever the City Public Works Director (or his designees) finds that any of one or more policy violations have occurred. The director will provide notification of the violation(s) to the FSE/commercial establishment

owner/user or management. This notification will typically include a timeframe for compliance with this policy.

14.3. Failure to comply with a Notification of Grease Trap Non-Compliance may result in civil penalties ranging from \$50.00 to \$1000.00. The amount will be dependent on the violation(s) and number of offenses within a one year's timeframe. Continued non-compliance to the Grease Control Program Policy can result in a civil penalty of up to Two Thousand Dollars (\$2,000) per day for each violation until compliance is achieved. For purposes of penalty assessment, each day on which a given violation occurs or continues can be deemed as a separate and distinct offense. The civil penalty may be assessed for each day during the period of violation. Civil penalties assessed under this Section shall be in addition to any criminal penalties or any other penalties and remedies. All penalties assessed under the provisions of this Section shall constitute a debt payable to the City and against whom the penalties are assessed.

14.4. The City shall issue all civil penalties in a Letter of Violation or in the form of a Notice of Violation order that states, at a minimum:

(a) the amount of civil penalty;

(b) the violation(s) for which the civil penalty is being assessed; and (c) the date upon which the civil penalty shall be paid in full.

The user against whom the penalty has been assessed shall either pay the penalty in full or make a written request for an informal conference with the City to attempt to negotiate a settlement agreement within 10 days of the issuance of the civil penalty.

14.5. The City reserves the right to utilize or implement any action or combination(s) of actions as remedies of compliance for this policy.

14.6 Appeals from a notification of grease trap non-compliance shall be filed within ten (10) days in writing with the City Administrator. A decision by the City Administrator of a notice of grease trap non-compliance shall be filed within ten (10) days in writing with the City Clerk in an appeal to City Council.

14.7 Any appeal from any non-compliance enforcement or penalties filed with the City Clerk shall be heard by City Council within thirty (30) days after a receipt of a request for appeal at a regular or special called meeting of which the appealing party has to be given written notice. At such hearing, all parties shall have the right to be represented by counsel, to present testimony and evidence and to cross-examine witnesses. The proceeding shall be recorded and transcribed at the expense of the party so requesting. The rules of evidence and procedure prescribed by Council shall govern the hearing. City Council shall by majority vote of members present render a written decision based on the findings of facts and application of the standards herein which shall be served upon all parties or their representatives and shall be final unless appealed to a court of competent jurisdiction with ten (10) days of service.

Section 15. Provision for Cost Recovery

Any user shall be billed by the City for all costs associated with an enforcement action or actions in which the City identifies the user as being in violation of any permit or discharge authorization or any requirement of the Code of Ordinances. Costs may include, but are not limited to costs of:

1. monitoring at the user's discharge point, in the City's collection system, or at the City's facilities that the City deems necessary to investigate or identify the user as the source of a pollutant;
2. City personnel time and materials used in conducting any monitoring or investigation that the City deems necessary to the enforcement action, in issuing correspondence or orders pertaining to the enforcement action, or in any remedial efforts which the City deems necessary to mitigate or correct the impact on any City facilities or processes of a user's violation(s);
3. any fines or penalties imposed on the City as the result of violation of any NPDES or other permit condition, any state or federal regulation, or any law; any attorneys' fees incurred by the City in connection with a violation of the Code of Ordinances.

DRAFT

Greases Best Management Practices for Food Service/Commercial Establishments

Every practical effort should be made to recycle and/or dispose of fat, oils and greases properly and prevent these materials from entering into the sewer system. This is accomplished by utilizing best management practices.

City of Barnwell is asking your establishment to assist us by adopting and following these guidelines concerning fats, oils and greases generated by your establishment.

Train the staff on how to properly minimize food waste, fats, oils and greases from entering the sanitary sewer system.

Employees should not pour oils or greases down the drain! Pour all fats, oils, and greases into recycling or waste receptacles rather than pouring it down the drain where it ultimately flows into the sewer system.

All employees should be instructed to place food scraps into the trash or waste bins prior to presoaking and washing dishes and utensils.

Baskets or strainers should be used in sinks to catch greasy food scraps. All the scrap material collected should be placed into the trash or waste bins for offsite disposal through recycling or landfill disposal.

Post “NO GREASE” signs

Posting “NO GREASE” signs above sinks and dishwashers is a simple way to keep employees aware not to dispose of grease down drains.

Dry wipe pots, pans and dishware prior to dishwashing

Use paper towels to remove the grease and food that remains on pots, pans and dishware. These used paper towels should be placed in the waste going to the landfill, not down the sanitary sewer system. This will reduce the amount of fats, oils and greases that will be discharged into the grease trap and ultimately, the sewer system.

Attempt to use dry cleanup methods on a spill rather than washing it down the drain. Provide a supply of absorbent pads or absorbent materials so employees can utilize them for the dry cleanup methods for spills. Educate the staff on how to perform a dry cleanup and where the materials needed to perform this type of cleanup are located.

Use water that has a temperature of less than 140 Degrees Fahrenheit (°F).

Using water with a temperature higher than 140 degrees °F can dissolve grease causing it to possibly pass through the grease trap allowing the grease to solidify downstream of the grease trap in the sanitary sewer system.

Recycle waste cooking oil

Staff should place waste oil from fryers, and any other used fats, oils and greases in waste oil recycling bin on site for offsite disposal. Most recyclers will provide outside receptacles for storage until pickup.

Vehicular maintenance shops should also recycle any waste motor oil that may be recovered from servicing vehicles.

It is recommended that the owner/user or business manager inspect the cleaning of the grease traps or oil water separators to ensure that the trap or separator is properly pumped.

Maintenance of under-the-counter and in-ground outside grease traps

All under-the-counter grease traps must be cleaned weekly. All in-ground outside grease traps must be pumped once per quarter. These maintenance schedules may be altered if necessary. We recommend that pumping events be witnessed to ensure that proper pumping is occurring in accordance with the City of Barnwell Grease Program policy.

Keep a maintenance log

Maintain a log on when fryers are cleaned and the volume of oil removed and placed into the recycling bins. A record should also be maintained on when and how an outside grease trap is pumped. These records must be available and accessible on site for review for a minimum of one year. A maintenance log should also be maintained for oil water separators.

City of Barnwell would like to thank you for your efforts in assisting us to properly maintain and operate the sewer collection and treatment system. We would also like you to implement and share with us of any other ideas that may be utilized by your employees that will assist in these matters.

Guidance Sheet for Sizing Grease Traps

In-ground Outside Grease Traps

The Manning Formula:

Grease trap size (in gallons) = **Flow rate** (GPM)/sink or fixture **x** sum of fixture **Ratings** + the **Discharge rate** from any mechanical washers (i.e. dishwashers, glass washers, laundry machines, etc.) **x** a 25 minute retention **Time**.

The summarized version being: $I = [(Fr) \times (R)] + (D) \times (T)$

Flow rate, measured in gallons per minute (GPM), is determined based on the slope, pipe texture, and pipe diameter. The following rates are pre-calculated. Apply them to your calculation, as demonstrated in the examples below.

0.5" pipe = 0.8 GPM/fixture
1.0 " = 5.0 GPM/fixture
1.5 " = 15 GPM/fixture
2.0" = 33 GPM/fixture
2.5" = 59 GPM/fixture
3.0" = 93 GPM/fixture

Fixture ratings of grease-laden waste streams are pre-determined values for specific kitchen drainage points, such as sinks, wash basins, and floor drains. Essentially, these values represent factors by which you can multiply the flow rate of a drainage pipe to get the potential rate of water movement out of the fixture. Apply them to your calculation, as demonstrated in the examples below.

2, 3, or 4 compartment sink = 1.0
1 or 2 compartment meat prep sink = 0.75
Pre-rinse sink = 0.5
1 or 2 compartment vegetable prep sink = 0.25
Can wash = 0.25
Mop sink = 0.25
Floor drain = 0.00

The discharge rate from dishwashers, laundry machines, glass washers, etc. must be added to your Manning Formula calculation because of their potential for introducing large quantities of water down the drain in a short amount of time. The user's manual for these appliances should indicate the manufacturer's discharge rate in GPMs, or you can call the manufacturer directly. Apply them to your calculation, as demonstrated in the examples below.

The 25 minute retention time is a pre-calculated amount of time that engineers have determined to be necessary for grease to separate from water; however, Spartanburg Sanitary Sewer District requires 25 minute retention time

Example 1: A restaurant has the following fixtures in its kitchen (all fixtures have a 1.5 inch diameter pipe):

- (1) 3-compartment pot sink
- 1 pre-rinse sink
- (1) 2-compartment vegetable prep sink
- 1 dishwasher that discharges 10 GPM

Based on the Manning Formula:

$$\begin{aligned} I &= [(Fr) \times (R) + (D)] \times (T) \\ &= 15 \text{ GPM} \times [1 + 0.5 + 0.25] + 10 \text{ GPM}] \times 25 \text{ minutes} \\ &= [(15 \text{ GPM} \times 1.75) + 10 \text{ GPM}] \times 25 \text{ minutes} \\ &= 26.25 \text{ GPM} + 10 \text{ GPM} \times 25 \text{ minutes} \\ &= 906 \text{ gallons} \end{aligned}$$

Rounded up to the next size interceptor means a 1,000 gallon interceptor is required!

Example 2: A restaurant has the following fixtures in its kitchen:

At a 0.5 inch diameter pipe, a pre-rinse sink
At a 1.5 inch diameter pipe:

- 1 3-compartment pot sink
- 1 pre-rinse sink
- 1 meat prep sink
- 1 vegetable prep sink

At a 3.0 inch diameter pipe, 1 can wash

Using the Manning Formula, we get:

For the pre-rinse sink, we take $0.8 \text{ GPM} \times 0.5 = \mathbf{0.4 \text{ GPM}}$

For the 1.5 inch pipe diameter fixtures: $15 \text{ GPM} \times [1 + 0.5 + 0.75 + 0.25] = \mathbf{37.5 \text{ GPM}}$

For the can wash: $93 \text{ GPM} \times 0.25 = \mathbf{23.25 \text{ GPM}}$

Add $\mathbf{0.4 \text{ GPM} + 37.5 \text{ GPM} + 23.25 \text{ GPM} = 61.15 \text{ GPM} \times 25 \text{ minutes} = \mathbf{1529 \text{ gallons}}$

Rounded to the next size means a 1,500 gallon Grease Interceptor is required!

Under-the-counter grease traps

An under-the-counter grease trap retention capacity is rated in pounds. The rated pounds should be double the flow through rating; therefore a 50 gpm rating has a grease retention capacity of 100 pounds. It is important to note that under-the-counter grease trap size is in pounds according to industry specification.

Grease Traps should be inspected by this facility 1 time a week at a minimum. They must be cleaned when 25% of the trap's operating depth is occupied by fats, oils and settled solids. Use a separate log sheet for each Grease Trap on site.

GREASE TRAP CLEANING LOG INSTRUCTIONS

1. Fill out top of form with appropriate information
2. Enter date that you either inspect or clean the grease trap
3. Enter an estimated volume of grease removed
4. Note how grease was disposed of (i.e., grease bin, solid waste receptacle, etc.)
5. Signature of authorized person present during above actions.

HOW TO CLEAN THE GREASE TRAP YOURSELF

1. Line a trashcan with two garbage bags.
2. Place enough kitty litter or floor/oil dry in the bottom of the garbage bags to absorb all the liquids/grease waste that are placed in the trashcan.
3. Pour ice water in the sink connected to the grease trap to allow the grease to coagulate for easier cleaning.
4. Carefully open the grease trap and determine the thickness of grease in inches. Record this information on your log.
5. Remove the baffles (note how parts are installed).
6. Clean and scrap baffles over trashcan.
7. Remove top layer of grease by scooping and disposing of it into lined trashcan.
8. Scrape inside walls.
9. Clean the inlet and outlet of grease trap.
10. Scrape bottom of trap to remove all non-floatable food particles and debris with a straining device.
11. Flush screens and baffles to ensure movement of water through units.
12. Properly replace internal components and close lid.
13. Ensure all liquids have been absorbed by kitty litter or floor/oil dry. Add more if needed.
14. Tie the lined bags and place in solid waste receptacle.

NEVER...

1. Never use hot water, degreasers or soap to clean the grease trap.
2. Never dispose of grease waste in storm sewer or wastewater sewer.
3. Never use enzymes, bleach or emulsifiers to clean grease trap.
4. Never allow waste in grease trap to reach more than 25% or its capacity.

KEEP THIS FORM IN AN ACCESIBLE PLACE SO THAT IT CAN BE MADE AVAILABLE TO MUNICIPALITY PERSONNEL DURING INSPECTIONS OR UPON REQUEST

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NOW, THEREFORE, be it ordained by the Mayor and the Council of the City of Barnwell during a meeting at which a quorum was present, as follows:

DONE IN COUNCIL, this ____ day of _____ 2022.

Marcus Rivera, Mayor

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

ATTEST:

Kim Vargo, City Clerk
First Reading: _____
Second Reading: _____

