

RESOLUTION 2017-19

A RESOLUTION ADOPTING THE CITY OF LEWISTON'S  
FOOD SERVICE ESTABLISHMENT GUIDANCE MANUAL

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF LEWISTON,

IDAHO:

SECTION 1: Pursuant to Lewiston City Code § 36-151(e), the "City of Lewiston Food Service Establishment Guidance Manual," as set forth in Exhibit A, is hereby adopted.

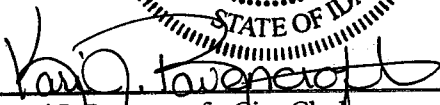
SECTION 2: This resolution shall become effective upon its passage.

PASSED this 10<sup>th</sup> day of July 2017.

CITY OF LEWISTON

By:   
James Kleeburg, Mayor

ATTEST

  
Kari J. Ravencroft, City Clerk

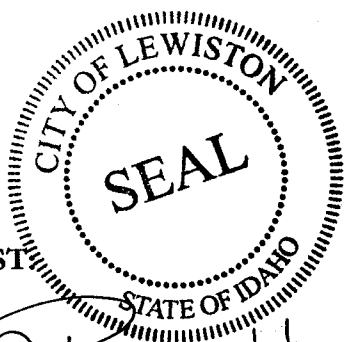


EXHIBIT A



**FOOD SERVICE ESTABLISHMENT  
PREVENTION OF FATS, OILS AND GREASE (FOG)  
BEST MANAGEMENT PRACTICES (BMPs)  
DECEMBER 2016**

**GUIDANCE MANUAL**

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## I. INTRODUCTION

The City of Lewiston's Wastewater Treatment Plant, known as a publicly owned treatment works (POTW), owns, operates and maintains over 165 miles of wastewater collection pipe that delivers approximately 4 million gallons a day of raw sewage to the wastewater plant located along the Clearwater River. Every day our POTW cleans wastewater and discharges the clean water into the river under strict regulations and requirements imposed by a permit issued to the City by the Environmental Protection Agency (EPA). In order to protect our POTW and our river from toxic, hazardous and un-treatable pollutants, the City's EPA approved Industrial Wastewater Pretreatment Program regularly conducts inspection, monitoring and educational outreach activities throughout the City to ensure compliance with sewer discharge regulations.

Restaurants and food service establishments are the primary source of fats, oils and grease (FOG) that enter into our wastewater collection and treatment systems. FOG has a negative impact on our systems because they were not designed to treat these substances and most wastewater collection system blockages can be traced back to FOG. Blockages in the wastewater collection system are serious, causing sewage spills, manhole overflows, or sewage backups in homes and businesses.

Best Management Practices (BMP) are recognized by EPA as an effective way in reducing the discharge of FOG into the wastewater collection and treatment systems and are part of the City's pretreatment program. Restaurants and food service establishments required to install a pretreatment device must regularly inspect, clean and maintain the device in accordance with the established BMPs. Failure to do so subjects these businesses to enforcement action under the Lewiston Municipal Code, Chapter 36. Article III. Division 3.

In this guide will you will find important information about FOG pollution, prevention, proper device maintenance and inspection to help keep your business in compliance with our local pollution regulations. The discharge of FOG to the wastewater system is illegal. Ensuring that BMPs are implemented and pretreatment devices are properly installed and maintained, is key to avoiding enforcement action against your business.

The City's pretreatment program implementation philosophy is to work in partnership with you, providing support and technical expertise, and to better protect our POTW and in an effort to keep our waters clean.

## II. FREQUENTLY ASKED QUESTIONS.

### A. What is FOG?

Fats, oils and grease from food preparation, packaged foods and food scraps are called FOG. When fatty, oily and greasy wastes are washed into the plumbing system, they build up in sewer lines, decreasing pipe capacity and, therefore, requires that piping systems be cleaned more often raising costs for all ratepayers. Oil and grease also hamper effective treatment at the wastewater treatment plant. Grease may not appear harmful but it congeals and causes nauseous mats on the surface of settling tanks, digesters, and the interior of pipes and other surfaces which may cause a shutdown of wastewater treatment units. Problems caused by wastes from restaurants and other grease-producing establishments are the reason the City requires the installation of pretreatment equipment, commonly known as grease traps or grease interceptors.

### B. Where Does FOG Come From?

FOG comes from your kitchen. Would it surprise you that salad dressings and coffee creamers are sources that cause FOG? They do, as well as these other food stuffs listed here:

- Meat fat, fried foods
- Cooking oil, lard
- Shortening
- Butter, margarine
- Gravy, sauces
- Mayonnaise
- Baking goods, creamers
- Frosting
- Salad dressing
- Food scraps

### C. Do I need pretreatment equipment?

Any food service establishment that discharges wastewater to the City sanitary wastewater system is considered to be a potential risk of discharging pollutants and is required to install at a minimum, a one thousand (1000) gallon grease interceptor. Interceptors are usually required for high volume fast food or full menu establishments and large commercial establishments such as hotels, hospitals, factories, or school kitchens. In limited cases, with an approval of a variance, an interior grease trap may be allowed for small volume establishments with limited menus, paper plate service, minimum dishwashing, and/or minimal seating capacity. All pretreatment equipment must meet state plumbing code regulations.

### D. Who determines if I need a pretreatment device?

The City of Lewiston's Industrial Wastewater Pretreatment Program is administered by the Industrial Pretreatment Section (IPS) of the Public Works Department. IPS staff will request that you complete a data disclosure form, provide a menu and detailed kitchen plan in order to review your proposed business operations. If you are classified as a food service establishment, your wastewater discharge is considered to be a potential risk of discharging pollutants into the City sanitary wastewater system and a pretreatment device will be required.

#### **E. What is considered to be a Food Service Establishment (FSE)?**

A FSE is defined in the pretreatment industry as any commercial facility or operation that prepares, cooks or serves food for human consumption, thereby discharging kitchen or food preparation wastewater to the City sanitary wastewater system. Food Service Establishments include, but are not limited to:

- Restaurants, cafe's, full or limited service
- Coffee, deli's, sandwich shops, bistro's
- Bakeries
- Bars, Taverns
- Cafeterias, soup kitchens
- Hotels/motels, hospitals, schools, churches
- Pizza parlors
- Grocery, markets, convenience stores
- Food vendors

#### **F. Do I have a pretreatment device?**

If you are uncertain whether your business premises have a pretreatment device, a grease interceptor or trap, you should contact IPS for assistance.

#### **G. What is a grease interceptor?**

A grease interceptor is a plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept nonpetroleum fats, oils, and greases (FOG) from wastewater discharge and is identified by volume, thirty (30) minute retention time, baffle(s), not less than three-hundred (300) gallons and gravity separation. Grease interceptors are generally installed outside. Lewiston's minimum Interceptor size is 1000 gallons.

#### **H. What is a grease trap?**

A grease trap is a tank typically located under the sink or other kitchen fixture to which it is connected with a volume of less than 100 gallons, installed above or below the floor, for the purpose of separating FOG from wastewater generated in food service facilities. Baffles in the trap interior slow wastewater down long enough for solids to settle to the bottom and oils and grease to separate and rise to the surface. Traps must be cleaned frequently due to their size and to prevent odors.

#### **I. How is a maintenance schedule determined for a grease interceptor or trap?**

IPS staff will monitor the accumulation of solids, oils and grease in grease interceptors within the first few months of operation to determine an appropriate cleaning schedule. Based on historical inspection observations and established best management practices, most grease interceptors need to be cleaned every 60 to 90 days. Some establishments will find it necessary to clean their interceptors more often. In some instances, light menu, low volume facilities may be able to clean less frequently. Rarely does a facility have to pump less frequently than every six months.

Grease traps on the other hand, should be checked weekly to remove solids and floating oils and grease, with a complete cleaning of the trap by removing all contents at least twice a month. However, depending on high or low volume, complete cleanings may increase to every week or decrease to once a month.

Demonstrating through accurate recordkeeping that a less frequent cleaning schedule is fully adequate is the responsibility of the business owner/manager.

**J. What if I don't take care of my grease interceptor or trap?**

Failure to implement the required FOG BMP's is a violation of City Code. Additionally, if the establishment fails to adequately maintain its interceptor or trap, it will eventually encounter a maintenance problem with a plugged building sewer line. The blockage can create a sewer backup situation and ultimately a potential health problem in the establishment. If the problem is in the building sewer line, then the establishment has direct responsibility for paying for the maintenance. If the blockage or restriction occurs in the City sewer main then the establishment will have to pay for the City's line cleaning maintenance costs. The discharge of grease to a sanitary sewer line in amounts "which will or may cause obstruction" is a violation of City Code and will result in enforcement action including cost recovery, fines and/or penalties.

**III. OPERATING REQUIREMENTS AND RESPONSIBILITIES.**

**A. Operation and Maintenance for Grease Interceptors and Traps**

The food service establishment is responsible for the operation and maintenance of grease interceptors and grease traps for the purpose of waste reduction and pollutant prevention on discharges to the City sanitary wastewater system. Operating requirements and responsibilities specific to an industry are outlined in the Industrial Wastewater Discharge Permit issued to the facility by the City.

Refer to the following tables for **Best Management Practices (BMPs)** on how to maintain interceptors and traps, perform general kitchen operations, and keep FOG out of the storm drain system.

Table I. Required Operation and Maintenance - Grease Interceptors and Grease Traps

<b>BMP</b>	<b>Reason</b>	<b>Benefits</b>
Clean grease interceptors according to cleaning schedule set by the City inspector. 60 to 90 day cleaning schedules are standard unless facility can demonstrate a less frequent schedule is adequate.	Grease interceptors must be cleaned routinely to ensure that grease accumulation does not limit retention time and separation efficiency resulting in pass through of grease to the sewer. Waiting until a City inspector arrives on site and requires you to clean your interceptor is not acceptable and may result in an enforcement action.	The cleaning frequency is a function of the type of the establishment, the size of the interceptor, and the volume of flow discharged by the establishment. <u>Routine cleaning is required.</u>
Securing a service contract with a qualified pumping contractor for routine inspection and cleaning as needed is required.		



BMP	Reason	Benefits
Clean undersink grease traps weekly unless facility can demonstrate a less frequent schedule is adequate.	If passive grease traps are more than 25% full when cleaned weekly, the cleaning frequency needs to be increased.	Proper maintenance is critical for devices to function as designed. <u>If the grease trap is not providing adequate protection, the City will require installation of additional grease abatement equipment.</u>
Electro-mechanical automatic traps – empty oil buckets daily. Clean solids strainer daily. Never remove flow restrictor. Clean wiper blades weekly.	Solids take up capacity and can cause odors.	Proper maintenance is critical for devices to function as designed. .
Keep accurate cleaning records or log on site. Monthly reporting to IPS is required.  A sample copy of a log is available for reprint at the end of this document.	The cleaning log serves as a record of the frequency and volume of cleaning the interceptor. It is required by the pretreatment program to ensure that grease interceptor/trap maintenance is performed on a regular basis.	The maintenance log serves as a record of cleaning frequency and helps the establishment manager optimize cleaning frequency to reduce cost.

## B. Required FOG BMPs – For Kitchen Operations

Table 2. Required FOG BMPs – For Kitchen Operations

BMP	Reason	Benefits
Train kitchen staff and other employees about how they can help ensure BMPs are implemented.	People are more willing to support an effort if they understand the basis for it.	All of the subsequent benefits of BMPs will have a better chance of being implemented and enforcement actions can be avoided.
BMP	Reason	Benefits

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Post "No Grease" signs above sinks and on the front of dishwashers.	Signs serve as a constant reminder for staff working in kitchens.	These reminders will help minimize grease discharge to the traps and interceptors and reduce the cost of cleaning and disposal.
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Whenever possible, use water that is less than 140° F.	Cooler water helps FOG separate in the grease interceptor/trap.	
Use low temp chemical sanitization type dishwasher. Follow Central Dist. Health regulations for sanitizing.	Use cooler water whenever appropriate and minimize excessive discharge of hot water.	The food service establishment will reduce its costs for the energy – gas or electric – for heating the water.
Temperatures can be set at 120° F or less depending on type of chemical sanitizer used.	<u>Note:</u> The Idaho State Plumbing Code prohibits discharging any type dishwasher to grease traps.	

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Scrape plates, pots, pans, and dishware to dry trash prior to dishwashing.	By scraping and disposing in garbage receptacles, the material will not be sent to the grease interceptors or traps.	This keeps grease from going to grease traps and interceptors, which will require less frequent cleaning, reducing maintenance costs.
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Do not use hot water, emulsifying agents, or other additives.	This will "break down" FOG and cause the FOG to mix with water and will ultimately cause clogs further down the pipes.	The use of chemicals, enzymes, and/or bacteria in your grease interceptor or trap is <b>"PROHIBITED"</b> .
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Use baskets or strainers in sinks to catch foods scraps and solids. Empty the drain baskets into the trash for disposal or recycle.	Some recyclers will take food waste for animal feed. The food waste can be disposed to the dumpster.	Recycling of food wastes will reduce the cost of solid waste disposal. Solid waste disposal of food waste will reduce the frequency and cost of grease trap or interceptor cleaning.
Do not dispose of grease or oil to a sink or garbage disposal.		

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Use absorbent materials under fryers, etc.	Absorbent materials under kitchen equipment will contain drips and spills.	Having these type of materials on hand allow for easy cleanup for kitchen staff.
Have oil/grease absorbent material available in case of a spill and dispose of absorbed spill to the trash.		

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### C. Recommended FOG BMPs - For Kitchen Operations

Table 3. Recommended FOG BMPs – For Kitchen Operations

BMP	Reason	Benefits
Witness all grease trap or interceptor cleaning and maintenance activities to ensure the device is properly operating.	The facility manager inspects the cleaning operation and ensures it is consistent with the procedures in the section on Grease Interceptor and Trap Maintenance.	The establishment will ensure it is getting value for the cost of cleaning the grease interceptor or trap. Otherwise the establishment may be paying for cleaning more often than necessary.
Use a three-sink dishwashing system, which includes sinks for washing, rinsing, and chemical sanitizing. Follow Central Dist. Health regulations for sanitizing.	In Idaho hot water sanitization type dishwasher requires a minimum temperature of 165° F for sanitary rack, single temperature machines. 180° F for all other type systems.	The food service establishment will reduce its costs for the energy – gas or electric – for heating the water for the mechanical dishwasher and for operating the dishwasher.
Recycle waste cooking oil.	This is a good recycling opportunity. Waste fryer oil recyclers do serve the Lewiston area.	Liquid wastes cannot go into dumpsters. Low cost for proper handling of the waste material.

### D. Prevent FOG from Entering the Storm Drain System

Table 4. FOG Prevention – From Entering the Storm Drain System

BMP	Reason for	Benefits
Cover outdoor grease and oil storage containers. Secure barrels to an outside wall or post to prevent tipping spills.	Uncovered grease and oil storage containers can collect rainwater. Since grease and oil float, the rainwater can cause an overflow onto the ground. Such an overflow will eventually reach the stormwater system and ponds.	The discharge of grease and oil to the storm drain system can impact the Snake and Clearwater Rivers. <u>Discharge of grease and oil to the storm drain will result in a “clean up order” at your expense and possible legal penalties or fines.</u>

Locate grease dumpsters and storage containers away from storm drain catch basins. Be aware of oil and grease dripped on the ground while carrying waste to the dumpster, as well as oil and grease that may “ooze” from the dumpster.	The farther away from the catch basin, the more time someone has to clean up spills or drainage prior to entering the storm drain system.	The discharge of grease and oil to the storm drain system can impact the Snake and Clearwater Rivers. <u>Discharge of grease and oil to the storm drain will result in a “clean up order” at your expense and possible legal penalties or fines.</u>
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BMP	Reason for	Benefits
Use absorbent pads or other material in the storm drain catch basins if grease dumpsters and containers must be located nearby. Use absorbent materials such as “kitty litter” and sweep up for disposal to dumpster.	Absorbent pads and other materials can serve as an effective barrier to grease and oil entering the storm drain system.	The discharge of grease and oil to the storm drain system can impact the Snake and Clearwater Rivers. <u>Discharge of grease and oil to the storm drain will result in a “clean up order” at your expense and possible legal penalties or fines.</u>
Routinely clean kitchen exhaust system filters inside at sinks connected to grease a trap or outside interceptor.	If grease and oil escape through the kitchen exhaust system, it can accumulate on your roof and enter the storm drain system when it rains and impact the Snake and Clearwater Rivers.	<u>Discharge of grease and oil to the storm drain will result in a “clean up order” at your expense and possible legal penalties or fines.</u> Ensure your hood cleaning contractor properly handles the wastewater – you’re responsible!

**E. Prohibitions Relating to Discharge of Fats, Oils and Grease.**

The following table lists actions that are prohibited under Chapter 36, Article III, Division 3, of the Lewiston Municipal Code.

Table 5. FOG Discharge Prohibitions

Prohibitions	Basis
Discharge fats, oils and grease in amounts that “can or may” cause an obstruction to the flow, a pass through or interference to the City sanitary wastewater system.	Grease can solidify and trap other solid particles to completely plug the wastewater collection system.
Commercial garbage disposers and grinders are prohibited.	The material by-product of the use of this type of equipment, in combination or alone, can cause blockages and other operations and maintenance problems in the wastewater collection and treatment system.
Do not discharge wastewater with temperatures	Temperatures in excess of 140 will dissolve and

in excess of 140° F to any grease traps. Add cold water to manual washing triple sink sanitizing water before discharge through a grease trap. Mechanical dishwashers prohibited from connection to inside grease traps.

flush grease out of the trap. Grease can re-congeal and cause blockages further downstream in the sanitary wastewater collection system as the water cools. Wastewater at point of entry into the sanitary wastewater system prohibited to exceed 104° F.

Prohibitions	Basis
Direct introduction of enzymes, bio-additives, emulsifying agents or similar chemicals is <b>prohibited.</b>	These agents can cause interference and pass through resulting in grease being discharge to the sanitary wastewater system.
Detergents, surface-active agents, or other substances that may cause excessive foaming in the sanitary wastewater system.	These agents can cause interference to the operations and maintenance of the wastewater collection and treatment systems.
Do not clean kitchen equipment outdoors.	Grease and dirt will be washed off the equipment and enter the storm drain system.

## IV. GREASE INTERCEPTORS AND GREASE TRAPS.

### A. How a Grease Interceptor and Grease Trap Work.

The following section describes how the various components of a grease interceptor work. Refer to *Figures 1-3. Typical Grease Interceptor, grease trap and electro-mechanical grease trap configurations*, for a diagram of interceptor components.

1. Flow from undersink grease traps or directly from plumbing fixtures enters the grease interceptor. The ISPC requires that all flow entering the interceptor must enter through the inlet pipe.
2. An air intake valve allows air into the open space of the grease interceptor to prevent siphonage and backpressure.
3. Oil and grease floats on the water surface and accumulates behind the grease retaining fittings and the wall separating the compartments. The oil and grease will be removed during routine grease interceptor cleaning.
4. Solids in the wastewater that do not float will be deposited on the bottom of the grease interceptor and will need to be removed during routine cleaning.
5. Grease retaining fittings extend down into the water to within 12 inches of the bottom of the interceptor.
6. Because grease floats, it generally does not enter the fitting and is not carried into the next compartment. The fittings also extend above the water surface to provide air relief.

7. Some interceptors have a sample box so that inspectors or employees of the establishment can periodically take effluent samples. Having a sample box is recommended but not required by the City.
8. Flow exits the interceptor through the outlet pipe and continues on to the sanitary sewer system.

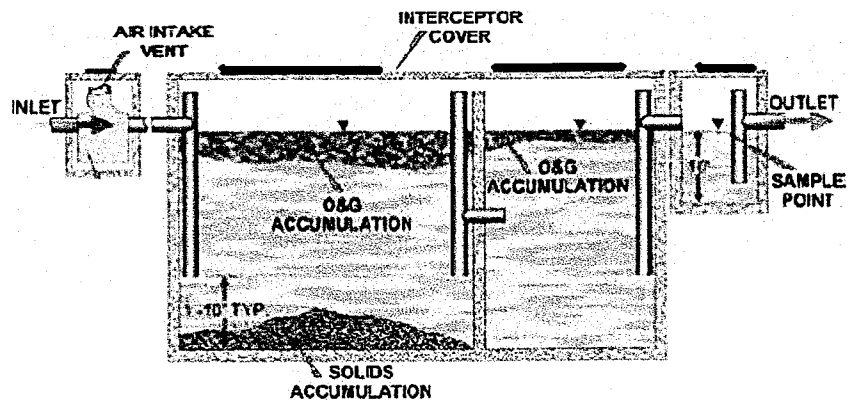


Figure 1. Typical Grease Interceptor Configuration

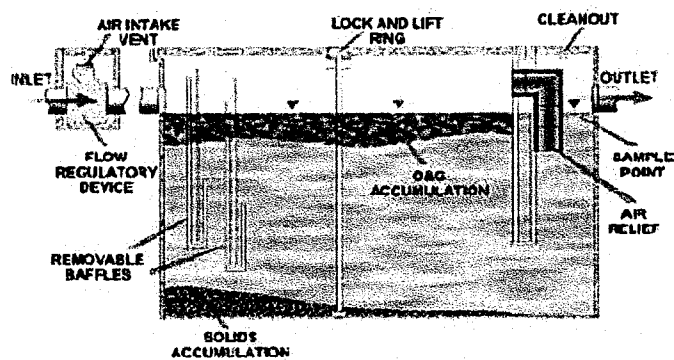


Figure 2. Typical Grease Trap Configuration

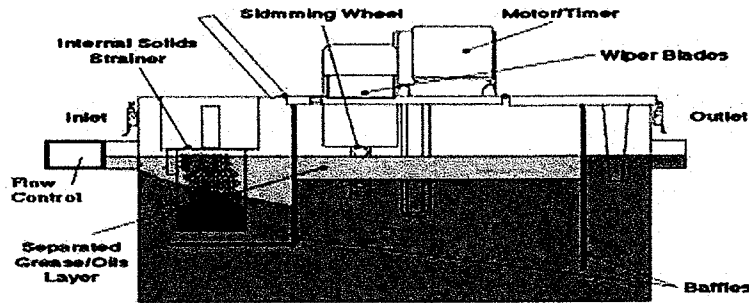


Figure 3. Typical Electro-Mechanical Grease Trap Configuration

## B. Grease Interceptor and Grease Trap Maintenance.

Grease interceptor and grease trap maintenance is the responsibility of the food establishment owner. Maintenance consists of removing the entire volume (liquids and solids) from the interceptor/trap and properly disposing of the material in accordance with all Federal, State, and/or local laws. When performed properly and at the appropriate frequency, grease interceptor maintenance can greatly reduce the discharge of FOG into the wastewater collection system. The required maintenance frequency for grease interceptors depends greatly on the amount of FOG a facility generates as well as any best management practices (BMPs) that the establishment implements to reduce the FOG discharged into its sanitary sewer system. In many cases, an establishment that implements BMPs will realize financial benefit through a reduction in their required grease interceptor and trap maintenance frequency.

Note: Hot water, enzymes, bio-additives, emulsifying agents or similar chemical agents used in lieu of physical cleaning of grease traps and interceptors is prohibited. Additives will not eliminate the need for routine inspection and maintenance

### Grease Interceptor Maintenance

Grease interceptor maintenance, due to their size, will usually be cleaned by grease haulers or recyclers. Licensed septic haulers can also pump out grease interceptors and haul the waste to a regulated landfill or approved facility. Septic haulers are required to be permitted by the City of Lewiston and the North Central District Public Health Department.

### Grease Trap Maintenance

Grease trap maintenance, due to their size, will usually be cleaned by facility staff. Licensed septic haulers can also pump out grease traps and haul the waste for proper disposal.

#### Maintenance Steps:

1. Dip the accumulated grease out of the interceptor and deposit in a watertight container.
2. Bail out any water in the trap to facilitate cleaning.
3. Remove baffles if possible. Remove all solids from the bottom of the trap. Scrape the sides, the lid, and the baffles with a putty knife to remove as much of the grease as possible.
4. Mix grease and solid materials with "kitty litter" and dispose to dumpster.
5. Pour water back into the trap or discharge to the City sanitary wastewater system.

6. Replace the baffle and the lid.
7. Record the date, name of attendant and volume of grease and solids (inches) removed on the maintenance log. (Refer to Appendix A).

### **Electro-Mechanical Grease Trap Maintenance**

If your food service facility has an electro-mechanical grease trap (or Automatic Grease Interceptor-AGI) you should follow the maintenance steps provided below:

#### **Maintenance Steps:**

1. Empty solids strainer and the outside grease cup daily.
2. Clean wiper blades and grease outlet trough weekly.
3. Clean the entire unit, including sediment at the bottom, a minimum of monthly.
4. Replace wiper blades every six months to ensure proper operating condition.
5. Check to make sure the trap is plugged in and the auto timer set properly.

### **C. Recordkeeping and Reporting Requirements.**

If your establishment has a grease trap, and it is cleaned by you or your employees, you will be required to submit your monthly maintenance log report to IPS each month. If you have your interceptor or trap contracted to be pumped out by a licensed waste pumper/hauler, the contractor is required to submit the pump out report to IPS.

All grease interceptor and grease trap maintenance records or logs are to be kept for a minimum of three (3) years and shall be made available for review during an inspection by City Personnel.



# FOG Removal Device Maintenance Log

Business Name:		Reporting Month/Year:		
Business Address:		Cleaning Frequency: (Number per month)		
Contact Person:		How is removed waste disposed:		
Contact Phone:				
Date	Grease removed by: (person's name)	Inches of FOG removed:		Comments
		Top	Bottom	

### **I. Submitting Report:**

Monthly reports are due on the 1<sup>st</sup> day of the following month with data entries from the previous month, but may be submitted before the due date provided all required monthly maintenance activities have been completed and documented as such. Monthly reports are time sensitive and must be received at the Industrial Pretreatment office no later than 15<sup>th</sup> day of the month to comply with your permit and EPA requirements, and to avoid written notice of violation. Submit report and EPA Statement to:

Mail: Art Ruiz

Industrial Pretreatment Section

3106 N & S Hwy

Lewiston ID 83501

Email: [aruiz@cityoflewiston.org](mailto:aruiz@cityoflewiston.org); [sgehrke@cityoflewiston.org](mailto:sgehrke@cityoflewiston.org)

Fax: 208.750.1198

Hand-delivery: 3106 N & S Hwy, Lewiston ID

### **2. Required EPA Certification Statement:**

**To accompany all reports to the Industrial Pretreatment Section**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

### **3. Authorized Signatory Signature:**

Signature: \_\_\_\_\_

Date \_\_\_\_\_

Printed Name: \_\_\_\_\_



## CITY COUNCIL MEETING AGENDA ITEM HISTORY/COMMENTARY

<b>ITEM TITLE</b> RESOLUTION 2017-19 Adopting the "City of Lewiston Food Service Guidance Manual"		<b>AGENDA NO.</b> _____ <b>AGENDA DATE</b> June 26, 2017 CONSENT: <input type="checkbox"/> ACTIVE: X	<b>1<sup>ST</sup> READING</b> _____ <b>2<sup>ND</sup> READING</b> _____ <b>3<sup>RD</sup>/ADOPTION</b> _____
<b>ORIGINATING SOURCE</b>  Chris Davies Date: _____	<b>FUNDING CERTIFICATION (IF APPLICABLE)</b>  N/A Date: _____		
<b>DIVISION MANAGER REVIEW (If applicable)</b>  Bryan Lacy Date: 6/13/17	<b>DEPARTMENT MANAGER REVIEW (If applicable)</b>  Chris Davies, P.E., Public Works Director Date: 6-13-17		
<b>RECOMMENDED FOR COUNCIL ACTION</b>	<b>CITY MANAGER</b>  Jim Bennett, City Manager Date: _____		
<b>ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY)</b>  This item has not been before City Council previously.			
<b>ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.)</b> Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources.			
<p>This manual is part of the Pre-Treatment Task Force recommendations. Task Force Members requested the City provide Food Service establishments guidelines for the prevention of Fats, Oils and Grease (FOG) and Best Management Practices (BMP's) to help prevent FOG from entering the Wastewater system along with keeping the establishments systems free of FOG.</p> <p>This Manual ties in with the Pretreatment Standards Manual (Resolution 2017-18) and is the day-to-day operational manual for the Food Service Industries. It is anticipated that if a Food Service establishment installs the required equipment under the Wastewater Pretreatment Standards Manual (RES. 2017-18) and maintains the system per this manual both the establishment and the City will reduce the amount of FOG entering our Publicly Owned Treatment Works (POTW) (i.e. the Wastewater Treatment Plant and its associated infrastructure).</p>			

Subject RESOLUTION 2017-19  
Date June 9, 2017  
Page 2

**ACTION PROPOSED**

**Recommend City Council approves and adopts Resolution 2017-19.**