

**City of Salina
Grease Trap and Interceptor
Management Guidelines**

Best Management Practices

- Train staff to implement all guidelines.
- Post “NO GREASE” signs above all sinks and drains.
- Post “Wipe Out Grease” signs as a reminder to dry wipe all pots, pans and dishware prior to washing.
- Post “Throw Scraps in Trash” signs as a reminder to dispose of all food waste in the trash.
- Use strainers over sink drains to catch food waste from prewashing with cold water.
- Recycle waste cooking oil.
- Contain any oil or grease spill with cat litter, oil dry or wood shavings, then discard in trash.
- Use a hot water setting no higher than 110° Fahrenheit.
- Do Not add Bacteria or Enzymes to grease devices.
- Cover outdoor grease and oil storage containers.
- Locate grease dumpsters away from storm drains.
- Keep Maintenance Log.
- Maintain all maintenance records on site for three (3) years.

20 - 50 Gallon Grease Traps

- Clean once each day.
- Dispose of grease and solids in waste grease dumpster.
- Record all maintenance activity on log sheet.
- Inspect condition of trap once a month.
- Mail or fax log sheet to Pretreatment Coordinator in March, June, September and December.

50 - 100 Gallon Grease Traps

- Clean once each week.
- Dispose of grease and solids in waste grease dumpster.
- Increase frequency of cleaning cycle when more than 50% full at weekly cleaning.
- Record all maintenance activity on log sheet.
- Inspect condition of trap once a month.
- Mail or fax log sheet to Pretreatment Coordinator in March, June, September and December.

500 - 2000 Gallon Grease Interceptors

- Clean at least once every 3 months by a licensed contractor.
- Increase frequency of cleaning cycle when the solids plus the grease layer depth exceeds 25 % Rule.
- Record all maintenance activity on log sheet.
- Inspect condition of interceptor once a month.
- Mail or fax a copy of Pumping Manifest within ten (10) calendar days to Pretreatment Coordinator after each cleaning.

25% Rule

- When the depth, in inches, of the solids layer on the bottom combined with the grease layer on the top of the GI is equal to or greater than one-fourth (1/4) of the depth of the GI at the outflow pipe, pumping should be done immediately.

Submit all Logs and Manifests

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