

Meat Shed Procedures

Freezers

There are two electric chest freezers (inside and outside the shed) and one upright propane freezer inside. The upright freezer is used to store loaf pans; the chest freezers may be used to store loaf pans if there are too many for the upright freezer; however, because they can cool down only while the generator is running, they are best utilized to keep packaged meat semi-fresh until it can be processed into loaves. Also, because neither of these freezers ever get to a full freeze state, they must be checked EVERY DAY for spoilage. Whenever the quality of the packaged meat or processed loaves is in question, CALL STAFF.

Using Water in the Meat Shed

There is a 40-gallon water tank in the meat shed for cleaning.

Water Pump and Water Lines

The water pump runs off of a 12 volt battery. A battery charger is attached to the battery and requires power from the generator to run. A light switch mounted just above the pump will turn the pump on and off. When turned on, the pump will run until enough pressure builds up to activate the automatic shutoff valve. The water lines are then primed and ready for use.

Regulating Water Flow

With sufficient water in the holding tank, the pump on, “tee” valve closed, and the yellow valve just below the bottom right corner of the water heater fully open (parallel to the pipe), you should now have water available in the sink when you open either faucet. If no water comes out while the pump is running:

- ***If you are trying to run cold water***, the pump has probably lost its prime due to very low water level in the tank. CALL STAFF.
- ***If you are trying to run hot water***, first make sure the yellow valve is fully open. If you still get no water, CALL STAFF.
- ***When you are done with the water***, make sure to turn the pump switch OFF before you leave the shed; otherwise, the pump will continue to pressurize the line and eventually drain the battery.

Filling the Meat Shed Water Tank

The following procedure requires the generator to be running to power the shed outlets.

1. Put about 40 gallons of water into the ATV water tank. Cold water is fine.
2. Drive the ATV to the meat shed and park on the north side facing uphill, close to the outside freezer. Close the tank valve.
3. Take the hose (about 10 ft. long) that is kept inside the shed and attach it to the ATV tank.
4. Attach the other end of the hose to the inlet pipe near the bottom of the north wall, close to the propane pipe.

5. Inside the shed, pour about two ounces of bleach into the tank; then place the filler tube (hanging on the north wall near the space heater) through the center hole in the lid of the water tank.
6. Open the valve on the Mule tank.
7. Inside the shed, an electric hand drill is kept on the shelf next to the battery underneath the counter. On the bottom of the filler tube is a drill-driven rotary pump. Attach the drill to the pump shaft in the same manner as you would install a drill bit. (If you are not familiar with this procedure, CALL STAFF.)
8. Hold the drill trigger down all the way to begin pumping. It will take 5+ minutes to fill the tank at this rate if the tank is near empty.
 - a. The drill is reversible. It must be rotating clockwise to pump water into the tank. If you are having difficulty getting water into the tank, CALL STAFF.
9. When the shed tank is full, disconnect the drill, close the Mule tank valve, disconnect the hose and return it to the shed.

The Water Heater

The water heater is an on-demand unit that requires propane, pressure and two “D” batteries to function. The yellow valve below the heater on the right side controls the water flow to the burner. With enough pressure from the pump, the burner will ignite (you will hear several clicks before it fires) and hot water will flow as long as cold water enters.

- There are two control knobs on the front of the heater. Staff should adjust these seasonally. If you feel the water is too hot or just cold, CALL STAFF.
- During warm weather the yellow valve can remain open.

Cleaning Meat Shed

The meat shed must be cleaned after every use. This can be done either before or after feeding the animals. ALL EFFLUENT (scraps of meat/fat, blood and other juices, etc.) must be cleaned from ALL SURFACES: counters, floors, walls, doors, freezers (INSIDE AND OUT), water tank, totes, utensils. If you can see it or touch it, CLEAN IT. Yes, even the ceiling.

If you find that the meat shed is dirty, irrespective of whether or not you are responsible, make sure to clean it. It is critically important that the meat shed be kept clean. This can get us into serious trouble with USDA otherwise! It is also important to remember that no cleaning supplies can be stored on the shelves or counters. They all must be put back into the tote on the floor underneath the counter.

USDA Standard § 3.11(a)

“Substances that are toxic to the dogs ... but are required for normal husbandry practices must not be stored in food storage or preparation areas, but may be stored in cabinets in the animal areas.”

The meat shed water supply comes from a 30-gallon tank inside the shed. A battery-powered pump send water to the water taps in the sink. An on-demand propane water heater provides the hot water. Waste water is captured in a bucket under the sink.

Meat Shed Waste Water Disposal: Rules and Exceptions

- ***All waste water containing effluent from meat processing*** should never be dumped on the ground near the shed! It can attract all manner of critters and is especially hazardous if it freezes in winter.
- ***Bloody waste water from cleaning the chest freezers*** should be disposed of in the field across the road from the shed.
- ***Waste water from cleaning the counters and sink is collected in the bucket*** beneath the sink drain and should also be dumped in the field across the road from the shed.
- ***Waste water from washing the floor should be mopped up*** into a maintenance bucket and dumped in the field across the road from the shed.
 - ***During WARM weather, waste water from washing the floor*** (containing mostly dirt and little blood, if you were careful during processing the meat) **MAY** be squeegeed out the doors onto the ground.

Cleaning the Freezers

Blood (and odors) can accumulate quickly in the chest freezers and must be cleaned out AT LEAST WEEKLY before new incoming meat gets stored.

1. The inside freezer has a clear vinyl tube in the drain hole on the lower left side of the front panel. The tube passes through a hole in the door. Make sure the tube is not kinked and fits firmly into the drain hole before cleaning.
2. Place one of the shallow black totes or other container under the drain tube outside.
3. Using clean water, rinse down the inside of the freezer. You may need to squeegee the bottom to facilitate drainage. NOTE: If you don't see anything coming out of the drain tube, the hole in the bottom of the freezer is probably clogged with debris. Use a small object such as the tip of a knife blade to gently clear the drain.
4. Spray the interior with 10% bleach and let set for about two minutes.
5. Rinse the interior with clean water and wipe dry.
6. Dispose of the rinse water across the road. **Do not let the waste water drain directly onto the ground!** This is especially important during freezing weather.
7. The upright freezer generally remains cold and thus has less need for routine cleaning. However, it should be checked and cleaned as necessary anytime the freezer is empty.

Cleaning the Counters, Cutting Boards and Sink

While cleaning, try to direct as much water as possible into the sink, unless you are prepared to do a complete wash of the floor and linoleum! Don't make more work for yourself—or anyone else!

Counters

1. Spray down with clean water while directing water into the sink.
2. Apply a small amount of soap and scrub with a sponge or brush.
3. Rinse with clean water.
4. Spray with 10% bleach solution and let set for a couple minutes.
5. Rinse with clean water and squeegee into sink with the hand squeegee.

Cutting Boards

1. Place the cutting boards in the sink and spray down with clean water.
2. Apply a small amount of soap to the boards and scrub with a sponge or brush.
3. Rinse with clean water.
4. Spray boards with 10% bleach solution and let set for a couple minutes.
5. Rinse boards with clean water; stand up on the counters against the walls to dry.

Sink

1. Scrub and rinse all effluent in sink down into the bucket below the drain.
2. Spry with 10% bleach solution and let set. There is no need to rinse.
3. Empty the bucket across the road. NEVER dump near the shed!

Cleaning the Walls

Blood and other waste products can be anywhere on the walls, even the ceiling. It is generally sufficient to spray vertical surfaces with 10% bleach and wipe down with paper towels. It is best to check and clean the surfaces daily, since old dried blood is much harder to remove.

Floor

The floor is nothing more than painted wood. A layer of sealant has been poured over the top to help to protect the floor, but it can be easily damaged by careless activities. The floor must be cleaned after every meat-processing event that leaves dirt, water or waste on the floor. Make sure to check the whole floor for dirt, liquid and debris (under and behind the freezers, totes, water tank, etc.) **Never** assume that if you can't see it, it must be clean!

- Find the floor cleaning supplies: clean water bucket, dirty water bucket and mop.
- Fill the clean water bucket no more than half way with water and soap.
- Put the mop into the soapy water and mop the floor.
- Before putting the mop back into the clean water bucket wring our any excess dirty water in the empty dirty water bucket.
- Repeat until the floor has been cleaned.
 - If you notice the floor under or behind the freezers is dirty, you can carefully move them out of the way (the freezers are on rollers).
 - If moving the upright propane freezer, make sure to take extra care so as not to disconnect or damage the propane line.
- Dump the dirty water bucket and any leftover soapy water out into the field across from the meat shed.
- Rinse the clean water bucket to get out any soap residue before filling it no more than half way with clean rinse water.
- Put the mop into the rinse water and mop the floor.
- Before putting the mop back into the clean water bucket wring our any excess dirty water in the empty dirty water bucket.
- Repeat until the floor has been cleaned.
- Spray the floor with 10% bleach solution and let set for a couple of minutes.
- Use the mop to soak up as much of the excess water on the floor as possible, wringing the mop out into the dirty water bucket as necessary.

- If necessary, you can use the squeegee to get the water from hard to reach places to where the mop can absorb it.
- Once the floor is dry, empty the buckets and put the cleaning supplies away.

The Meat Shed in the Winter

First and foremost, **NEVER WEAR BOOT SPIKES OR CRAMPONS OF ANY KIND IN THE MEAT SHED!**

To avoid the buildup of ice outside, you can use the floor drain under the sink for cleaning purposes when trapping waste water in the bucket is not feasible. However, the drainpipe can easily freeze up with waste before evacuating. See “Cold Weather Shut-Down Procedures” below.

The Wall Heater

During cold months the propane wall heater is used to help thaw frozen meat and to keep water lines from freezing overnight. It utilizes ceramic infra-red burners that produce no open flame; nonetheless the unit gets VERY HOT and should be worked around carefully due to its proximity to the counter.

- ***Staff will be responsible for maintaining the heater.*** If you find that the heater is not functioning—especially if you detect the pungent odor of propane gas in the shed or find frozen water lines—notify staff immediately.
- You may adjust the thermostat on the top of the heater per the following guidelines:
 - ***The thermostat is generally set between “pilot” and 2.*** If you need to have the door open for any length of time, turn the knob down to “pilot”. Don’t heat the great outdoors!
 - ***When thawing frozen meat,*** place the totes/containers as high as possible off the floor (use the counters, chest freezer, or barrels turned upside down), since the floor will be significantly colder and delay thawing.
 - Depending on the amount of meat to be thawed, turn the thermostat to 1 – 2 but **NEVER HIGHER THAN 2!** If the thermostat is left above 2, the heater can and will melt the wall paneling.

The Water Heater

- ***The water heater has summer and winter settings that are adjusted by staff.*** Please do not play with these controls. If you experience difficulties with the water flow or temperature, call staff.
- ***The heater is sensitive to freezing and can be easily damaged*** if subject to a hard freeze. If you notice that that water lines have iced over, DO NOT TURN ON THE HOT WATER. Notify staff immediately.

Cold Weather Shut-Down Procedures

Draining the Water Lines

The grey plastic water line beneath the counter running between the pump and the sink has a “tee” valve with a short tube running down to the floor. In general, during warmer months this valve remains closed, but during freezing weather this valve is used to drain the line to prevent freezing.

1. When you are finished cleaning, first turn off the water pump switch.
2. Make sure a container is positioned beneath the drain tube that extends from the water line running to the sink.
3. Open the “tee” valve at the top of the drain tube.
4. Open both faucets at the sink.
5. Open the drain plug on the bottom of the water heater just enough to facilitate water drainage from the radiator. (NOTE: Have staff show you this plug and how to use it!)
6. Turn the main control valve below the heater (on the right side) to about a 45 degree angle.
7. Leave all valves and faucets open.
8. Subsequently, when entering the shed, make sure all valves and faucets are closed before turning on the pump switch!