

# 2024 Fall MRWA Review Classes

## Water | Math | Wastewater | Lagoon Operations

### HOW TO REGISTER FOR AN MRWA CLASS ON OUR WEBSITE

Did you get this brochure with your name on it? If so, you are in the database. **DO NOT create an account.** Call the MRWA office if you do not know what email address we have on file for you.

Go to [mrwa.net](http://mrwa.net) click login at the very top of the page, enter your email and follow the prompts to set up a password. (If you are not found, call the MRWA office, do not create an account)

Note: Even though membership is by community, accounts in the system are by person

Once you are logged in your name will appear at the very top of the page. You can register any of the employees in your community now  
Go to events tab, Select event, Enter # of tickets you need (attendees), Click continue

**In the attendee field start typing the attendee's LAST NAME and select the pop-up name.** The rest of the fields for that attendee will populate if we have the info in the database. Note: Do not overwrite the info in the populated field unless it has changed. For Example: City of XYZ do not change it to City of XYZ Water Department. Individuals are tied to the specific city name. Or Benjamin Smith do not overwrite to Ben Smith. Benjamin Smith is tied to the city membership—Ben Smith is not.

Please make sure we have the attendee cell phone and attendee email address.

Repeat for each additional attendee.

Click Continue

At the end select invoice (bill to you so the invoice comes to you) Or pay with credit card

If registering for multiple classes, you will need to register and checkout for each class.

**This brochure includes classes for the entire state of Michigan**



# Water Certification Review Courses



## 1.2 CECs, Water Technical

*You must attend the entire class to earn the CECs*

Michigan Rural Water Association has compiled review courses for those planning to take the water treatment and distribution Certification Test. The course will be instructed by an experienced water operator. The course content has been structured based on the EGLE study guide for waterworks operator certification exams. Concentration will be placed on reviewing math skills, system maintenance, chlorination, sampling, and other areas necessary to help you study for your certification exam. During this two-day review course, your instructor will answer your questions and provide tips on test-taking.

### TOPICS WILL INCLUDE

Chlorination	Contingencies & Emergencies	Corrosion
Cross Connections	Customer Relations	Fluoridation
Hardness/Softening	Hydrants	Hydraulics
Instrumentation	Iron Removal	Main Installation
Management	Meters	Microbiology
O&M	Phosphate	Pipes & Joints
Pumps & Motors	Record Keeping	Safety
Sampling	SDWA	Storage
Taste & Odor	Valves	Wells
Water Quality		

### AGENDA

8:30 a.m.	Class Begins
10:30 a.m.	Break
10:45 a.m.	Class Resumes
Noon	Lunch (provided)
1:00 p.m.	Class Resumes
2:30 p.m.	Break
2:45 p.m.	Class Resumes
4:00 p.m.	Class Adjourns

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Distribution S1 & S2

<b>October 23-24, 2024</b> Bakers of Milford 2025 S Milford Rd Milford MI 48382	<b>October 29 - 30, 2024</b> WaterMark Country Club 1600 Galbraith Ave. SE Grand Rapids, MI 49546	<b>October 29-30, 2024</b> Online via zoom
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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on November 4. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on November 4, class fee applies.



**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.** Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

ATTENDEE Name:
Employer:
Address:
City/State/ZIP:
<b>ATTENDEE CELL Phone:</b>
<b>ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: ____ Charge my credit card info below: ____
Visa ____ Mastercard ____ Discover ____ Card number:
Expiration date: _____ CSC code: _____
Name on card:
Card Billing address:
Email address to send receipt to:

# Distribution S3 & S4

<b>October 2-3, 2024</b> Quality Inn Forward Conference Center 2980 Cook Rd. West Branch, MI 48661	<b>October 8-9, 2024</b> Allen Park Public Services Bldg. 24000 Outer Drive Allen Park, MI	<b>October 15-16, 2024</b> City of Jackson DPW Building 515 Water Street Jackson, MI 49201
<b>October 23 – 24, 2024</b> Bakers of Milford 2025 S Milford Rd Milford MI 48382	<b>October 29-30, 2024</b> WaterMark Country Club 1600 Galbraith Ave. SE Grand Rapids, MI 49546	<b>October 29-30, 2024</b> Online via zoom

*Circle the class you want to register for.*  
 Members \$360 per attendee  
 Non-Members \$460 per attendee

Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on Nov 4. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on Nov 4, class fee applies.

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# Limited Treatment (D Certification) (Can be helpful for F3 and F4 Testing)

<b>October 1-2, 2024</b> Marshall Public Services Bld. 900 S. Marshall Ave. Marshall MI 49068	<b>October 8-9, 2024</b> Doherty Hotel 604 North McEwan Clare MI	<b>October 8-9, 2024</b> Online via zoom
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# UP Water Review *(Distribution & Limited Treatment)*

## 1.2 CECs, Water Technical

You must attend the entire class to earn the CECs



Michigan Rural Water Association has compiled review courses for those planning to take the Distribution Certification Test. The course will be instructed by an experienced water operator. The course content has been structured based on the EGLE study guide for waterworks operator certification exams. Concentration will be placed on reviewing math skills, system maintenance, chlorination, sampling, and other areas necessary to help you study for your certification exam.

### TOPICS WILL INCLUDE

Chlorination	Contingencies & Emergencies	Corrosion	Cross Connections	Customer Relations	Fluoridation
Hardness/Softening	Hydrants	Hydraulics	Instrumentation	Iron Removal	Main Installation
Management	Meters	Microbiology	O&M	Phosphate	Pipes & Joints
Pumps & Motors	Record Keeping	Safety	Sampling	SDWA	Storage
Taste & Odor	Valves	Wells	Water Quality		

### AGENDA

8:30 a.m.	Class Begins
Noon	Lunch Break (Lunch will be provided)
1:00 p.m.	Class Resumes
4:00 p.m.	Class Adjourns

Attendee cell phone and email address are required for all attendees.  
Registration will not be processed without these.

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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on November 4. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on November 4, class fee applies.

**October 9 - 10, 2024**  
**Ishpeming Township Hall**  
**1575 US Highway 41W**  
**Ishpeming, MI 49849**

Members \$360 per attendee  
Non-Members \$460 per attendee

ATTENDEE Name:
Employer:
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<b>ATTENDEE Email:</b>
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# 2 Day Math



## 1.1 CECs, Water Technical

*You must attend the entire class to earn the CECs*

This class starts off with basic mathematical concepts such as “how to use a calculator”, “how to solve for X”, and “how to use and apply mathematical formulas”. We then go into practical mathematics for water operators, starting with basic concepts on day one and advancing to mathematics needed for the seasoned operator, such as the allowable leakage calculation for new water mains and the basic Bernoulli equation.

Our Goals: To give water operators a basic mathematical foundation that will allow them to approach any math problem with confidence and advance their career. To inspire students to believe that a math problem is “just a problem” that can be approached and solved like any problem they encounter.

AGENDA Day 1	
8.30am – 10.00am	Basic Math Concepts
10.15 am - 12.00pm	Areas & Volumes
Noon	Lunch (provided)
12:45pm – 2pm	Chemical feed and disinfection
2.15pm – 3.30pm	Calculating pounds & ppm chlorine
3:30pm	Adjourn
AGENDA Day 2	
8:30am – 10am	Hydraulic Calculations
10:15am – Noon	Horsepower, Continuity Equation, etc.
Noon	Lunch (provided)
12:45pm – 2pm	Bernoulli Equation
2:15pm – 3:30pm	Allowable leakage & other calculations
3:30pm	Adjourn

**About your instructor:** Mike Engels provides mathematics instruction to water and wastewater operators across Michigan. Time after time, students in those courses express their gratitude to Mike for his ability to convey mathematics in a way they can understand.

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Two Day Math Reviews

<b>October 4-5, 2024</b> Kalamazoo WWTP 1415 N. Harrison St. Kalamazoo, MI 49009	<b>September 17-18, 2024</b> Brighton Fire Station 32 1580 South Old U.S. 23 Brighton, MI 48114	<b>September 25-26, 2024</b> Doherty Hotel 604 North McEwan Clare MI
<b>September 25-26, 2024</b> Online via zoom	<b>October 31 – Nov 1, 2024</b> Okemos Event Center Best Western/Comfort Inn 2187 University Park Dr. Okemos, MI 48864	

*Circle the class you want to register for.*

**Two Day Classes**

*Members \$360 per attendee*

*Non-Members \$460 per attendee*

Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on November 4. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on November 4 class fee applies.

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ATTENDEE Name:
Employer:
Mailing Address:
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<b>REQUIRED ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: ____ Charge my credit card info below: ____
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Name on card:
Card Billing address:
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See previous page for Payment/Cancellation Policy.



# One Day Math Review

<b>November 4, 2024</b> 2123 University Park Dr Ste 150 Okemos MI 48864	<b>November 4, 2024</b> Online via zoom	
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**Course topics include:**

- Basic Arithmetic (Basic course)
- Areas and Volumes
- Velocity and Flow Rates
- Pressure, Force and Head
- Including The Picnic Table Formula
- Typical Water Problems
- Conversions and Formulas
- Calculating Horsepower
- Chemical Feed Rates (Chlorine)



**Agenda**

- 8:00 a.m. Registration
- 8:30 a.m. Mathematics for water personnel
- Noon Lunch (provided)
- 1:00 p.m. Mathematics continues
- 3:30 p.m. Class adjourns

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# Wastewater Plant Operations Review

<b>September 25 - 26, 2024</b> 2123 University Park Dr Ste 150 Okemos MI 48864	<b>September 25 - 26, 2024</b> Online via zoom
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1.2 CECs, Wastewater Technical  
 You must attend the entire class to earn the CECs

Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.

Instructor: John Holland, MRWA

**Course Outline:** This is a two-day, course will cover the proper operation, maintenance, and procedures for the following wastewater topics. Mathematical calculations associated with each topic will also be covered.

*Preliminary treatment:* Grit & Rag removal; *Primary treatment:* Primary clarifier operation, settling rates, sludge pumping, and detention times; *Secondary Treatment:* Activated Sludge, RBC's, Trickling Filters, Oxidation Ditches, and Secondary Clarifiers; *Solids Treatment & Disposal:* Aerobic Digesters, Anaerobic Digesters, and Land Application of Sludge; *Laboratory Operations:* Suspended Solids, BOD, Phosphorous, pH, Dissolved Oxygen, QAQC

**Agenda: Day One**

8:30am – Noon Wastewater Math  
 Noon – 1pm Lunch (provided)  
 1pm – 4pm Wastewater Math

**Agenda: Day Two**

8:30am – 9:15am: Preliminary Treatment  
 9:30am – 10:30am: Primary Treatment  
 10:30am – Noon: Secondary Treatment  
 Noon – 1:00 pm Lunch (provided)  
 1pm – 2:15pm: Secondary Treatment Activated Sludge, RBC's and Trickling Filters  
 2:30pm – 3:15pm: Solids Treatment & Disposal  
 3:15pm – 4pm: Laboratory Operations

Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.

Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.



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Employer:
Mailing Address:
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If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: _____ Charge my credit card info below: _____
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See previous page for Payment/Cancellation Policy.

# Advanced Wastewater Plant Operations



## 1.2 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

*Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.*

### Agenda - Day 1

- 8:00 – 8:20 Registration
- 8:20 – 8:30 Housekeeping / Introduction
- 8:30 – 10:00 General Review (*Pretreatment, Clarification, Trickling Filters, RBC's*)
- 10:00 – 10:10 Break
- 10:10 – 12:00 Activated Sludge
  - Review (*Microorganisms, F:M, MCRT, Sludge age*)
  - Wasting Rates
- 12:00 – 12:30 Lunch (provided)
- 12:30 – 1:50 Nitrogen Removal
  - Nitrogen Cycle & Microorganisms
  - Operational Controls
- 1:50 – 2:00 Break
- 2:00 – 3:30 Phosphorus Removal (*Chemicals, Math*)
- 3:30 – 4:00 Day End Review and Practice Problems

### Agenda - Day 2

- 8:00 – 8:20 Registration
- 8:20 – 10:20 Residual Solids Management
  - Thickening (*Gravity, DFAS, Belt Filter, Vacuum Filter*)
  - Lime Stabilization
  - Composting
  - Land Application
- 10:20 – 10:30 Break
- 10:30 – 12:00 Mechanical and Instrumentation
  - Review of HP and TDH
  - Pump Curves
  - 4 – 20 milliamps
- 12:00 – 12:30 Lunch (provided)
- 12:30 – 1:30 Mechanical and Instrumentation Continued
- 1:30 – 2:30 Laboratory
  - Laboratory Review (*TSS and BOD, GEO MEAN and Fecal Coliform*)
  - Basic Chemistry
  - QA/QC
  - QA/QC Math ( *Mean, STD DEV*)
- 2:30 – 3:00 Day End Review and Practice Problems
- 3:00 – 5:00 End of Class Exam for SHE's (optional)

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Advanced Wastewater Plant Operations

<b>October 1 - 2, 2024</b> 2123 University Park Dr Ste 150 Okemos MI 48864	<b>October 1 - 2, 2024</b> Online via zoom
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1.2 CECs, Wastewater Technical  
You must attend the entire class to earn the CECs

Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.



*Circle the class you want to register for.*

*Members \$360 per attendee  
Non-Members \$460 per attendee*

**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.**  
Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

ATTENDEE Name:
Employer:
Address:
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<b>ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: _____ Charge my credit card info below: _____
Visa ____ Mastercard ____ Discover ____
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Expiration date: _____ CSC code: _____
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# Activated Sludge Process and Control



## 1.1 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

Class qualifies for 1.1 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.

Instructor: John Holland, MRWA

<b>AGENDA Day 1 – Activated Sludge Process and Control</b>	
8:30 - 8:40	Introduction
8:40 - 9:30	Introduction to the Activated Sludge Process <ul style="list-style-type: none"> <li>• The Basic Process</li> <li>• Modifications of the Activated Sludge Process</li> <li>• Keywords and Definitions</li> <li>• Process Description</li> </ul>
9:30 - 10:30	Operation <ul style="list-style-type: none"> <li>• Normal Operation Process Equipment; Operation Strategy; Microorganisms</li> <li>• Abnormal Operation Trouble shooting; Making Corrections</li> </ul>
10:30 - 10:45	Break
10:45 - 12:00	Activated Sludge Math <ul style="list-style-type: none"> <li style="width: 50%;">• Tank Volumes</li> <li style="width: 50%;">• BOD Loading</li> <li style="width: 50%;">• MLSS &amp; MLVSS</li> <li style="width: 50%;">• F/M Ratio</li> <li style="width: 50%;">• MCRT &amp; Sludge Age</li> <li style="width: 50%;">• Return Rate Estimated</li> <li style="width: 50%;">• Wasting Rates</li> </ul>
12:00 - 12:45	Lunch (provided)
12:45 - 2:00	Plant Tour and Process Familiarization
2:00 - 3:00	Math Continued
<b>AGENDA Day 2</b>	
8:30 - 10:30	Math Continued
10:30 - 10:45	Break
10:45 - 12:00	Math Continued
12:00 - 12:45	Lunch (provided)
12:45 - 2:30	Laboratory <ul style="list-style-type: none"> <li>• Microorganisms</li> <li>• SVI / SDI</li> </ul>
2:30 - 3:00	Review & Questions

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Activated Sludge

<b>September 18 - 19, 2024</b> Saginaw Chippewa WWTP 7375 E. Tomah Rd. Mt. Pleasant, MI 48858	<b>September 18 - 19, 2024</b> Online via zoom
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Class qualifies for 1.1 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.



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# Lagoon Operations

**October 23 – 24, 2024**  
 Quality Inn  
 2980 Cooks Rd  
 West Branch, MI

**October 23 - 24, 2024**  
 Online via zoom


**1.2 CECs, Wastewater Technical**  
**You must attend the entire class to earn the CECs**

Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.

AGENDA Day 1		AGENDA Day 2	
8am – 8:15am	Introductions / housekeeping	8am – 9am	Sampling and Lab Analysis
8:15am – 9am	Introduction	9am – 10am	Management Practices
9am – 10am	Basic Math	10am – 10:15am	Break
10am – 10:15am	Break	10:15am – 11am	Permits, Records, & Reports
10:15am – Noon	Math	11am – Noon	Collection Systems
Noon - 12:45pm	Lunch (provided)	Noon – 12:45pm	Lunch (provided)
12:45pm – 1:45pm	Treatment Process	12:45pm – 1:45pm	Collection Systems
1:45pm – 2pm	Break	1:45pm – 2pm	Break
2pm – 3:30pm	Design Criteria	2pm – 3:30pm	Safety

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ATTENDEE Name:	 <p><b>Circle the class you want to register for.</b></p> <p>Members \$360 per attendee          Non-Members \$460 per attendee</p>
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Michigan Rural Water Association  
2127 University Park Dr Ste 340  
Okemos MI 48864

NON-PROFIT  
PRSR STD  
US POSTAGE  
PAID  
CLARE, MI 48617  
PERMIT #2

**This brochure includes MRWA classes for the entire state of Michigan.**

**Attendee cell phone and attendee email address required. We will not process any registration without that information. Attendee cell and email will NOT be shared with outside parties.**

MRWA Outdoor Expo  
August 28, 2024  
Michigan International Speedway

MRWA Annual Conference  
March 18 – 21, 2025  
Grand Traverse Resort