

MEMORANDUM

FILE: Operator Training

TO: Owner/Operators of Industrial Waste Landfills, Inert Waste Landfills, Municipal Solid Waste Landfills, Special Waste Landfills, and Transfer Stations

FROM: Diana A. Trussell, Manager 
Solid Waste Program
Division of Waste Management

SUBJECT: 2024 Operator Training Course

DATE: November 22, 2023

Introduction:

The North Dakota Solid Waste Management Rules require that **all** municipal solid waste landfills, municipal solid waste incinerators, municipal solid waste ash landfills, and special waste landfills which accept primarily oilfield special waste or TENORM waste in North Dakota **have a certified operator on-site at all times during facility operation**. Also, all industrial waste landfills and special waste landfills which accept primarily coal combustion residuals in North Dakota are required to have at least one certified operator whose primary work location is at the facility. To assist operators in meeting these demands, the North Dakota Department of Environmental Quality (Department) is offering a 2 1/2-day Landfill Operator Training Course and Certification Examination at the Department's office (Normandy Building) in Bismarck.

Who Should Attend:

Landfill and transfer station operators will gain valuable information on the concepts and practices that are needed to properly operate a solid waste management facility. To be eligible for certification, an operator must pass the exam **and** have at least **one year's experience** at an industrial waste landfill, an inert waste landfill, a municipal solid waste landfill, a special waste landfill or transfer station. Consultants, public works officials, and other interested parties are also invited to attend. The training session will explain the state's Solid Waste Management Rules in a way that is easy to understand by outlining requirements such as site selection, construction, operation, closure, groundwater monitoring, and financial assurance.

When:

There will be two courses offered. The draft agenda for each course is attached. Each course includes approximately 12 hours of classroom instruction.

1st Course – Operators of Inert Waste Landfills, Transfer Stations and Municipal Solid Waste Landfills

The **1st course** is scheduled for **January 23 – January 25, 2024**, with the certification exam on January 25th. This course is for municipal solid waste landfill operators that are new or have not passed the course twice previously, and operators of inert waste landfills and

transfer stations. MSW landfill operators that have previously passed this course twice have the option to attend this course or the 2nd course (February 6 – February 8, 2024).

2nd Course – Operators of Industrial Waste Landfills, Special Waste Landfills and Municipal Solid Waste Landfills

The **2nd course** is scheduled for **February 6 – February 8, 2024**, with the certification exam on February 8th. This course is for operators of industrial waste landfills and special waste landfill operators. MSW landfill operators that have previously passed the 1st course twice have the option to attend this course or the 1st course (January 23 – January 25, 2024).

Where:

**NDDEQ Office
Normandy Building
4201 Normandy Street
Bismarck, ND 58503**

Food and Lodging

Those attending the course will be responsible for lodging and all meals. The Department has reserved a block of rooms at a special rate of \$96.30 plus tax per night.

1st Course Room Block – January 23rd through January 25th

The rooms have been reserved at the Best Western Roosevelt Place Hotel (1405 Skyline Blvd). You must make your own reservation by calling 701-751-2550. Please mention “**Operator Training**” when making your reservation to receive the special room rates. You must make your reservation by **January 9, 2024**.

2nd Course Room Block – February 6th through February 8th

The rooms have been reserved at two hotels, the Holiday Inn and Wingate.

Holiday Inn –

https://www.ihg.com/holidayinn/hotels/us/en/bismarck/bissb/hoteldetail?fromRedirect=true&qSrt=sBR&qIta=99801505&icdv=99801505&qSIH=bissb&qGrpCd=DEQ&setPMCookies=true&qSHBrC=HI&qDest=3903%20State%20Street%2C%20Bismarck%2C%20ND%2C%20US&sr_b_u=1 or by calling (701) 751-8241. Please mention “**ND Department of Environmental Quality**” when making your reservation to receive the special room rates. You must make your reservation by **January 19, 2024**.

Wingate by Wyndham Bismarck (1421 Skyline Blvd, Bismarck) –

<https://www.wyndhamhotels.com/wingate/bismarck-north-dakota/wingate-by-wyndham-bismarck/rooms-rates?&checkInDate=02/06/2024&checkOutDate=02/08/2024&groupCode=020624NDD> or by calling (701) 751-2373. Please mention “**ND Department of Environmental Quality**” when making your reservation to receive the special room rates. You must make your reservation by **January 19, 2024**.

What to Have on Hand:

- < **Calculator**
- < **Supply of pencils, erasers, pens, and highlighter marker.**
- < **Coffee drinkers should provide their own cup to minimize the use of disposable cups.**

Cost:

The total cost for the course is **\$75** per person for individuals taking the exam, and **\$50** for those attending and not taking the exam.

Registration:

The purpose of this memo is to determine the number of course attendees so the Department can plan accordingly. The course is offered on an annual basis. If you or other representatives from your solid waste management facility wish to attend the Landfill Operator Training Course, there is one registration option for both checks and credit card payments:

1. Registration:

Please register for the courses at Eventbrite using the following links and the password **NDDEQ**.

1st Course: <https://2024OperatorTrainingCourse1.eventbrite.com> Password: **NDDEQ**

2nd Course: <https://2024OperatorTrainingCourse2.eventbrite.com> Password: **NDDEQ**

- If paying by **credit card**, you will complete your card payment during this process.
- If you would like to pay by **check**, please use the Eventbrite link to register, and then select the pay by check option, print your invoice, and return the invoice and check to:

**North Dakota Department of Environmental Quality
Solid Waste Program – Diana Trussell
4201 Normandy Street
Bismarck, ND 58503**

Please make checks payable to: NDWPCC

Registration must be completed by Friday, December 29, 2023

Should you have any questions concerning operator certification, please contact Diana Trussell at 701-328-5164 or dtrussell@nd.gov.

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