



**CITY OF SEWARD
City Council
Regular Meeting
Agenda**

Tuesday, January 21, 2025

7:00 PM

Municipal Building Council Chambers

NOTICE IS HEREBY GIVEN that a meeting of the City Council of the City of Seward, Nebraska will be held at 7:00 PM on Tuesday, January 21, 2025, in the Council Chambers, 142 N 7th Street, Seward, Nebraska in which the meeting will be open to the public. The Mayor and City Council reserve the right to adjourn into Closed Session as per Section 84-1410 of the Nebraska Revised Statutes. An Agenda for such meeting, kept continually current, is available at the Office of the City Clerk, 537 Main Street, Seward, Nebraska, during normal business hours. Individuals requiring physical or sensory accommodations, who desire to attend or participate, please contact the City Clerk's Office at 402.643.2928 no later than 3:30 PM on the Friday preceding the Council Meeting. City financial claims and related invoices will be available for Council member review, audit, and voluntary signatures at the meeting location beginning 30 minutes prior to the scheduled meeting time.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

DISCLOSURE OF OPEN MEETINGS ACT & OTHER NOTIFICATIONS

This is an Open Meeting of the Seward Nebraska Governing Body. The City of Seward abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is displayed on the north wall of this meeting room facility as required. Disclosure of meeting recording processes is posted in the Meeting Room. Any citizen may address the Council regarding items included on the meeting agenda and are asked to complete and submit a Speaker Card to the Clerk prior to the meeting. The Mayor will call speakers to the podium when the item is being considered. Presenters shall approach the podium, state their name & address for the Clerk's record and are asked to limit remarks to five minutes. All remarks shall be directed to the Mayor who shall determine by whom any appropriate response shall be made. The City of Seward reserves the right to adjust the order of items on this Agenda if necessary and may elect to take action on any of the items listed.

ROLL CALL

CONSENT AGENDA

1. City Codes Director Report

CURRENT YEAR: December 2024

Permits	Quantity	Permit Fee	Valuation
NEW CONST.	0	\$ -	\$ -
REMODEL/ADDIT.	2	\$ 143.00	\$ 67,000.00
ACCESSORY	4	\$ 25.60	\$ 17,000.00
RELOCATE	1	\$ 319.00	\$ 100,507.09
ELECTRIC			
PLUMBING	4	\$ 280.00	
MECHANICAL	3	\$ 175.00	
SEWER TAP	0	\$ -	\$ -
TEMP. WATER	0	\$ -	\$ -
WATER TAP	0	\$ -	\$ -
TEMP. ELEC.	0	\$ -	\$ -
ELECTRIC SER.	0	\$ -	\$ -
TOTALS	14	\$ 942.60	\$ 184,507.09

YEAR TO DATE January to December 2024

Permits	Quantity	Permit Fee	Valuation
NEW CONST.	23	\$ 62,604.09	\$17,320,312.86
REMODEL/ADDIT.	127	\$ 22,507.97	\$ 9,282,817.59
ACCESSORY	106	\$ 4,001.48	\$ 584,215.78
RELOCATE	77	\$ 6,220.53	\$ 2,955,899.97
ELECTRIC		\$ -	\$ -
PLUMBING	148	\$ 14,203.72	\$ -
MECHANICAL	92	\$ 11,156.20	\$ -
SEWER TAP	17	\$ 4,250.00	\$ -
TEMP. WATER	16	\$ 1,920.00	\$ -
WATER TAP	17	\$ 14,429.56	\$ -
TEMP. ELEC.	14	\$ 700.00	\$ -
ELECTRIC SER.	14	\$ 4,200.00	\$ -
TOTALS	651	\$ 146,193.55	\$ 30,143,246.20

LAST YEAR: December 2023

Permits	Qty.	Permit Fee	Valuation
NEW CONST.	3	\$ 6,555.61	\$ 774,344.83
REMODEL/ADDIT.	6	\$ 546.70	\$ 99,255.02
ACCESSORY	8	\$ 673.90	\$ 31,533.29
RELOCATE	3	\$ 247.00	\$ 55,293.60
ELECTRIC			\$ -
PLUMBING	20	\$ 1,715.00	\$ -
MECHANICAL	13	\$ 1,725.00	\$ -
SEWER TAP	3	\$ 750.00	\$ -
TEMP. WATER	3	\$ 360.00	\$ -
WATER TAP	3	\$ 2,514.00	\$ -
TEMP. ELEC.	3	\$ 200.00	\$ -
ELECTRIC SER.	3	\$ 800.00	\$ -
TOTALS	68	\$ 16,087.21	\$ 960,426.74

YEAR TO DATE January to December 2023

Permits	Qty.	Permit Fee	Valuation
NEW CONST.	25	\$ 54,942.03	\$ 24,701,118.86
REMODEL/ADDIT.	181	\$ 22,413.94	\$ 5,954,523.53
ACCESSORY	151	\$ 16,595.68	\$ 753,641.59
RELOCATE	423	\$ 25,884.00	\$ 8,496,489.12
ELECTRIC			\$ -
PLUMBING	159	\$ 16,220.00	\$ -
MECHANICAL	132	\$ 24,313.00	\$ -
SEWER TAP	24	\$ 6,000.00	\$ -
TEMP. WATER	7	\$ 840.00	\$ -
WATER TAP	24	\$ 24,433.00	\$ -
TEMP. ELEC.	21	\$ 1,100.00	\$ -
ELECTRIC SER.	24	\$ 5,100.00	\$ -
TOTALS	1171	\$ 197,841.65	\$ 39,905,773.10

OPEN Property Maintenance Code Violation Report

					1/13/2025 0:00
Property Address	Violation Type	Deadline	Owner Information	Delivery Type	Status
2025					
2024					
848 Main Street	Trash	10/15/2024	Amanda Cool	In Person	CSO Shannon Arena made contact with the resident. The resident stated she will get the trash picked up by 10-11-2024. Arena will check on the property on 10-15-2024.
923 Elm St	Weeds/Trash/Vehicles/Front Porch	10/11/2024	Sherdon Bick	In Person	11-6-2024 CSO Arena reviewed property and found it to be satisfactory.
					CSO Shannon Arena made contact. Notice was given all trash needs to be removed, the vehicles that lost their identity needs to be removed, and the porch needs to be brought up to code. CSO Arena checked on the progress and was told a dumpster was to be delivered on October 4th to through away the piles of trash.
437 S 6th Street	Vehicles/Weeds/Trash	9/30/2024	Verlin Miller	In Person	CSO Shannon Arena made contact. Notice was given to have cars parked on a hard surface, to remove the trash, and cut down weeds.
434 S 2nd	Weeds	8/1/2024	Stephen Storjohn	In Person	8-6-2024 the rear yard is knocked down. City Streets Department sprayed the alley side.
429 S Columbia	Weeds		Christopher Yates	Posted on Site	Weeds have been taken care of.
1114 N 6th St	Weeds and Grass		Joseph Matthews	Red Tag on Front Door	Weeds and grass have been mowed.
662 N 7th St	Weeds and grass	7/15/2024	Amanda Reed 662 N 7th St	Phone, Cert letter	8-12-2024 City staff cleaned the lot. Invoice sent to collections. Property is in foreclosure.
					7-10-2024 CSO Arena noted Ms. Reed now resides in Colorado, he left a message at the contact number. Mailed Cert. letter to address, will continue to pursue forwarding address. 8-6-2024 Park's and Rec took care of the rear yard. CSO Arena finally made contact and she is letting the house be foreclosed on

OPEN Property Maintenance Code Violation Report

728 N 7th St	Trash, weeds, pests, dirty pool	6/17/2024	Aaron Smelker	Phone call	7-10-2024 CSO Arena delivered 5 day mowing notice and orders, deadline Monday 7-15-2024 6-12-2024 CSO Shannon Arean made contact with the owner and they said it would be cleaned up by Monday 6-17.
317 S 3rd St	Grass/weeds	5/20/2024	Cottonwood Rentals/Sarah Moore	Phone Call	5-15-2024 CSO Arena contacted Sarah Moore stating the grass is still not cut. She has till Monday to get it done or the City will go in and mow and assess the allowed fee. 5-10-2024 Dworak contacted Sarah Moore regarding the grass height. She said she has a company hired and they were suppose to have mowed. It to be done over the weekend.
416 N 1st	Trash/Garbage	4/22/2024	Rudolph Nuttleman		CSO Arena received the call. 4-15-24 he will take pictures of the issue, notified the landowner and give 1 week to remedy the issue.
107 South St	Protective treatment, decayed siding, soffits and facsias, windows boarded up, decayed roof	6/4/2024	Jane Kroeger	In Person	6-11-2024 Met with Jane on site, she signed the inspection warrant waiver and allowed the City entry to the property. A timeline has been requested.
		4/15/2024		Certified Mail	5-16-2024, received the green cert card back showing she received the letter. Waiting on updates from the owner. Mailed Cert. letter of violation and Inspection Warrant Waiver to inspect the interior of the structure.
1115 N Columbia	Protective treatment, decayed siding, soffits and facsias, decayed roof	5/28/2024	Lori Canning 1115 N Columbia Seward, NE 68434	Phone Call	7-10-2024 Evan continues to remove clutter, once done we will meet for a construction schedule. Evan Canning let me know Lori has been relocated into an apartment and a contract with Saalfeld Construction has been signed. Craig Saalfeld said mid to late July start date, materials have been ordered.
520 E Hillcrest	Snow Removal	1/23/2024	Clay Shepherd	Phone Call	1-22-24 CSO Arena contacted the owner regarding snow removal and the rules. 1-23-24 the sidewalk has been cleared.

OPEN Property Maintenance Code Violation Report

410 E Seward	Unlicensed recreation vehicles	2/6/2024	Bob Payne Jr	Phone Call	1-23-2024 CSO Arena contacted Bob Payne regarding the unlicensed recreational vehicles and their location. Payne stated he would have them moved in two weeks and place them behind the tree line.
1340 Fairlane	Snow Removal	1/11/2024	Barbara Osborne 903 406th Rd Beaver Crossing, NE 68313	In Person	1-10-24 CSO Arena made contact with the tenant. They will get it taken care of today.
339 E Bek	Snow Removal	1/11/2024	Gerald Gerler 1332 Rainbow Ave Seward, NE	Letter	On 1-10-24 COS Arena left a red tag on the door of the residence. His is waiting to hear back. 1-23-2024 the sidewalk has been cleared.

2. City Treasurer Report

TREASURER'S REPORT	MONTH OF: DECEMBER 2024					
VARIANCE AT: 25%						
DEPARTMENT	REVENUE BUDGET	CURRENT YTD REVENUE	VARIANCE	UNRECEIPTED BALANCE	PREVIOUS YTD REVENUE	DIFFERENCE B/W BUDGET YEARS
ELECTRIC	15,568,990	2,946,891	19%	12,622,099	3,332,305	(385,413)
ELEC BOND PYMT						
WATER	7,803,000	598,853	8%	7,204,147	576,081	22,772
WATER BOND PYMTS						
WATER SINKING FUND	20,000	- 0 -	0%	20,000	- 0 -	- 0 -
WASTEWATER TREATMENT	21,807,388	734,239	3%	21,073,149	649,916	84,323
WWTW BOND PYMT						
WWTW SINKING FUND	930,000	- 0 -	0%	930,000	- 0 -	- 0 -
TOTAL BUSINESS-TYPE FUNDS	46,129,378	4,279,983	9%	41,849,395	4,558,301	(278,318)
GENERAL REVENUES	5,411,339	211,225	4%	5,200,114	184,528	26,696
LEGAL	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
POLICE	6,650	583	9%	6,067	1,297	(714)
E911	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
POLICE EQUITABLE SHARING	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
STREET	5,997,066	386,276	6%	5,610,790	377,025	9,252
STREET STP FUNDS	190,428	2	0%	190,426	11	(9)
DEBT SERVICE	596,674	415,322	70%	181,352	541,972	(126,650)
RAIL CAMPUS	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
CDBG ECON. DEV. LOAN FUND	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
CDBG DOWNTOWN REVITAL GRANT	- 0 -	- 0 -	0%	- 0 -	65,432	(65,432)
BLDGS & GRDS (CITY HALL)	48,000	12,000	25%	36,000	9,000	3,000
LEVEE ACCREDITATION	146,250	- 0 -	0%	146,250	- 0 -	- 0 -
CIVIC CENTER	1,729,525	542,001	31%	1,187,524	- 0 -	542,001
LIBRARY	41,080	10,830	26%	30,250	8,396	2,434
PUBLIC PROPERTIES	31,250	2,265	7%	28,985	391	1,875
CEMETERY	65,000	16,425	25%	48,575	9,200	7,225
GOLF COURSE	599,525	36,010	6%	563,515	28,916	7,095
NEW PARK DEVELOPMENT	750	189	25%	561	284	(95)
NEW CEMETERY DEVELOPMENT	3,000	869	29%	2,131	855	14
GUTHMAN TRUST - REGULAR	425	110	26%	315	162	(52)
GUTHMAN TRUST - PAVING	100	36	36%	64	90	(55)
PERPETUAL CARE - PRINCIPAL	8,250	4,050	49%	4,200	2,250	1,800
PERPETUAL CARE - INTEREST	3,000	1,050	35%	1,950	1,120	(69)
BLDGS & GRDS (OTHER)	250	- 0 -	0%	250	- 0 -	- 0 -
BUILDING INSPECTION	99,250	20,888	21%	78,362	28,960	(8,072)
FIRE	360,000	47,797	13%	312,203	68,537	(20,740)
FIRE EQUIPMENT SINKING FUND	149,000	153,376	103%	(4,376)	3,053	150,323
TREE BOARD	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
PLANNING COMMISSION	5,200	1,651	32%	3,549	- 0 -	1,651
ENGINEER	133,663	- 0 -	0%	- 0 -	- 0 -	- 0 -
DOWDING POOL	81,000	- 0 -	0%	81,000	4,781	(4,781)
CONCESSION STAND	900	900	100%	- 0 -	- 0 -	900
SWIMMING LESSONS	16,000	- 0 -	0%	16,000	- 0 -	- 0 -
RECREATION	42,850	9,357	22%	33,493	17,321	(7,964)
SPORTS COMPLEX LIGHTS	225	70	31%	155	176	(106)
SENIOR CENTER	98,000	27,261	28%	70,739	17,348	9,913
SENIOR SHUTTLE	4,600	1,546	34%	3,054	700	845
RECYCLING	5,500	103	2%	5,397	65	38
WELLNESS CENTER	415,000	8,127	0%	406,873	- 0 -	8,127
ECONOMIC DEVELOPMENT (LB840)	279,689	74,374	27%	205,315	70,517	3,857
CAPITAL IMPROVEMENTS FUND	11,161,100	3,358,408	30%	7,802,692	243,188	3,115,220
TAX INCREMENT FINANCING	642,906	48,042	7%	594,864	34,669	13,373
TOTAL GOVERNMENTAL FUNDS	28,373,445	5,391,142	19%	22,848,640	1,720,243	3,670,899

(UNAUDITED)

TREASURER'S REPORT		MONTH OF: DECEMBER 2024				
VARIANCE AT: 25%						
DEPARTMENT	EXPENDITURES BUDGET	CURRENT YTD EXPENDITURES	VARIANCE	UNEXPENDED BALANCE	PREVIOUS YTD EXPENDITURES	DIFFERENCE B/W BUDGET YEARS
ELECTRIC	16,115,995	2,332,673	14%	13,783,322	2,756,838	(424,166)
ELEC BOND PYMT	492,108	- 0 -	0%	492,108	- 0 -	- 0 -
WATER	6,898,179	1,118,135	16%	5,780,044	538,298	579,837
WATER BOND PYMTS	357,426	99,021	28%	258,405	101,498	(2,476)
WATER SINKING FUND	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
WASTEWATER TREATMENT	12,754,281	347,074	3%	12,407,207	251,341	95,733
WWTW BOND PYMT	297,193	- 0 -	0%	297,193	- 0 -	- 0 -
WWTW SINKING FUND	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
TOTAL BUSINESS-TYPE FUNDS	36,915,182	3,896,903	11%	33,018,279	3,647,975	248,928
GENERAL EXPENSES	1,287,414	116,071	9%	1,171,343	106,129	9,942
LEGAL	75,483	11,515	15%	63,968	19,618	(8,103)
POLICE	1,952,173	476,051	24%	1,476,122	408,416	67,635
E911	246,299	61,575	25%	184,724	70,521	(8,947)
POLICE EQUITABLE SHARING	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
STREET	6,773,162	1,258,978	19%	5,514,184	1,232,765	26,213
STREET STP FUNDS	190,428	- 0 -	0%	190,428	3,633	(3,633)
DEBT SERVICE	591,674	22,190	4%	569,484	217,510	(195,320)
RAIL CAMPUS	11,000	17,945	163%	(6,945)	3,044	14,901
CDBG ECON. DEV. LOAN FUND	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
CDBG-DOWNTOWN REVITAL GRANT	- 0 -	- 0 -	0%	- 0 -	65,432	(65,432)
BLDGS & GRDS (CITY HALL)	26,729	8,699	33%	18,030	7,964	734
LEVEE ACCREDITATION	215,000	40,241	19%	174,759	44,422	(4,181)
CIVIC CENTER	1,764,525	558,329	32%	1,206,196	46,849	511,481
LIBRARY	596,015	141,542	24%	454,473	131,434	10,109
PUBLIC PROPERTIES	581,859	175,608	30%	406,251	123,619	51,989
CEMETERY	259,270	105,689	41%	153,581	72,431	33,258
GOLF COURSE	847,336	137,604	16%	709,732	102,906	34,698
NEW PARK DEVELOPMENT	100	- 0 -	0%	100	123	(123)
NEW CEMETERY DEVELOPMENT	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
GUTHMAN TRUST - REGULAR	145	- 0 -	0%	145	- 0 -	- 0 -
GUTHMAN TRUST - PAVING	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
PERPETUAL CARE - PRINCIPAL	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
PERPETUAL CARE - INTEREST	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
BLDGS & GRDS (OTHER)	13,400	707	5%	12,693	960	(253)
BUILDING INSPECTION	137,341	41,669	30%	95,672	27,557	14,112
FIRE	772,256	329,550	43%	442,706	101,098	228,452
FIRE EQUIPMENT SINKING FUND	185,000	- 0 -	0%	185,000	- 0 -	- 0 -
TREE BOARD	12,500	- 0 -	0%	12,500	- 0 -	- 0 -
PLANNING COMMISSION	41,135	18,538	45%	22,597	4,639	13,899
ENGINEER	177,217	47,490	27%	- 0 -	32,489	15,001
DOWDING POOL	265,537	31,493	12%	234,044	25,183	6,309
CONCESSION STAND	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
SWIMMING LESSONS	11,189	- 0 -	0%	11,189	- 0 -	- 0 -
RECREATION	375,354	109,321	29%	266,033	64,524	44,797
SPORTS COMPLEX LIGHTS	- 0 -	- 0 -	0%	- 0 -	- 0 -	- 0 -
SENIOR CENTER	226,981	62,814	28%	164,167	44,242	18,573
SENIOR SHUTTLE	4,738	2,459	52%	2,279	2,163	295
RECYCLING	35,059	7,864	22%	27,195	8,570	(706)
WELLNESS CENTER	415,001	51,208	12%	363,793	21,527	29,681
ECONOMIC DEVELOPMENT LB840	279,690	179,147	64%	100,543	53,549	125,598
CAPITAL IMPROVEMENTS FUND	11,100,000	3,071,475	28%	8,028,525	145,487	2,925,988
TAX INCREMENT FINANCING	696,706	53,600	8%	643,106	104,501	(50,902)
TOTAL GOVERNMENTAL FUNDS	30,167,716	7,139,371	24%	22,898,618	3,293,304	3,846,067

(UNAUDITED)

Pledges By Pledgee And Maturity

BBA

Pledged To: CITY TREASURER

Jones Bank - Seward, NE

As Of 12/31/2024

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Receipt# Safekeeping Location	CUSIP	ASC 320 Description	Maturity	Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged		Market Value
								Original Face	Par	
COMM: COMMERCE BANK	164543BF6	AFS CHERRY CO NE 40	12/15/40		3.00	Aa3	200,000.00 100.00%	200,000.00	200,194.65	200,030.00
COMM: COMMERCE BANK	082152CN7	AFS BENNET VLG -REF NE 26	02/15/26		0.75		185,000.00 100.00%	185,000.00	185,000.00	177,720.25
COMM: COMMERCE BANK	148006EZ8	AFS CASS CO SD #1 NE 26	12/15/26		2.35		200,000.00 100.00%	200,000.00	200,000.00	191,320.00
COMM: COMMERCE BANK	25932KCL7	AFS DOUGLAS SID #404-REF NE 27	08/15/27		1.75		225,000.00 100.00%	225,000.00	225,000.00	219,865.50
COMM: COMMERCE BANK	869325CL2	AFS SUTHERLAND -REF NE 28	06/15/28		0.95		140,000.00 100.00%	140,000.00	140,000.00	124,601.40
COMM: COMMERCE BANK	25932KCM5	AFS DOUGLAS SID #404-REF NE 28	08/15/28		1.85		230,000.00 100.00%	230,000.00	230,000.00	222,338.70
COMM: COMMERCE BANK	25933AFG6	AFS DOUGLAS SID #492-REF NE 28	08/15/28		3.20		175,000.00 100.00%	175,000.00	175,000.00	172,133.50
COMM: COMMERCE BANK	123540GD2	AFS BUTLER CO SD - 0056 NE 28	12/15/28		1.35		150,000.00 100.00%	150,000.00	150,000.00	132,624.00
COMM: COMMERCE BANK	80373YCT1	AFS SARPY CO SID #158-REF NE 29	11/15/29		3.10		155,000.00 100.00%	155,000.00	155,000.00	146,729.20
COMM: COMMERCE BANK	920340BQ8	AFS VALPARAISO RURAL FIRE NE 3C	07/15/30		2.10		75,000.00 100.00%	75,000.00	75,000.00	65,469.00
COMM: COMMERCE BANK	486890X92	AFS KEARNEY NE 30	10/15/30		2.60	A+	150,000.00 100.00%	150,000.00	150,000.00	137,383.50
COMM: COMMERCE BANK	0792124W3	AFS BELLEVUE-REF NE 30	12/15/30		3.10		250,000.00 100.00%	250,000.00	250,000.00	231,442.50
COMM: COMMERCE BANK	751265RA9	AFS RALSTON-VEHICLE NE 32	06/01/32		3.70		300,000.00 100.00%	300,000.00	300,000.00	300,108.00

Although the information in this report has been obtained from sources believed to be reliable, its accuracy cannot be guaranteed.
12/31/2024 10:03 AM - BLA / JNBT

Pledges By Pledgee And Maturity



Pledged To: CITY TREASURER

Jones Bank - Seward, NE

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As Of 12/31/2024

Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity	Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged			
								Original Face	Par	Book Value	Market Value
COMM: COMMERCE BANK	25932WDR7	AFS	DOUGLAS CO #517 NE 32 08/15/32		2.70		235,000.00 100.00%	235,000.00	235,000.00	235,000.00	219,675.65
COMM: COMMERCE BANK	661615UB8	AFS	N PLATTE-REF NE 32 12/15/32		3.00	A+	200,000.00 100.00%	200,000.00	200,000.00	200,000.00	197,588.00
COMM: COMMERCE BANK	80378TEW8	AFS	SARPY SID #257-REF NE 33 10/15/33		3.85		250,000.00 100.00%	250,000.00	250,000.00	250,000.00	240,697.50
COMM: COMMERCE BANK	698864HR9	AFS	PAPILLION MUNI FACS NE 33 12/15/33		3.00	Aa1	175,000.00 100.00%	175,000.00	175,000.00	175,000.00	163,103.50
COMM: COMMERCE BANK	818468BN9	AFS	SEWARD-REF NE 33 12/15/33		2.35	AA	400,000.00 100.00%	400,000.00	400,000.00	400,000.00	365,424.00
COMM: COMMERCE BANK	943776KA1	AFS	WAVERLY NE 34 06/01/34		2.95		335,000.00 100.00%	335,000.00	335,000.00	335,000.00	286,508.75
COMM: COMMERCE BANK	840372SX5	AFS	SOUTH SIOUX CITY-REF NE 36 08/01/36		2.20		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	179,904.00
COMM: COMMERCE BANK	25929PDW6	AFS	DOUGLAS SID #491-REF NE 36 09/15/36		2.60		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	161,246.00
COMM: COMMERCE BANK	80378EDN2	AFS	SARPY SID #263-REF NE 36 09/15/36		3.80		260,000.00 100.00%	260,000.00	260,000.00	260,000.00	246,009.40
COMM: COMMERCE BANK	98676TCF8	AFS	YORK NE-B-REF NE 36 10/01/36		1.85		200,000.00 100.00%	200,000.00	200,000.00	198,954.59	142,720.00
COMM: COMMERCE BANK	23087RHC5	AFS	CUMING CO-B-REF NE 36 12/15/36		2.00		250,000.00 100.00%	250,000.00	250,000.00	250,000.00	202,017.50
COMM: COMMERCE BANK	68905WFK3	AFS	OTOE CO NE SD #501-B NE 36 12/15/36		1.70	Aa2	200,000.00 100.00%	200,000.00	200,000.00	200,000.00	162,028.00
COMM: COMMERCE BANK	803757DT4	AFS	SARPY CO SD#46 NE 36 12/15/36		2.00	AA-	200,000.00 100.00%	200,000.00	200,000.00	200,992.59	169,468.00

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Pledges By Pledgee And Maturity

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Pledged To: CITY TREASURER

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Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity	Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged		Market Value
								Original Face	Par	
COMM: COMMERCE BANK	25938WBX0	AFS	DOUGLAS CO SID #562 NE 37 06/01/37		3.85		320,000.00 100.00%	320,000.00	320,000.00	285,804.80
COMM: COMMERCE BANK	80377XCV4	AFS	SARPY CO SID #190-REF NE 37 10/15/37		4.00		205,000.00 100.00%	205,000.00	205,000.00	192,966.50
COMM: COMMERCE BANK	25929RCY9	AFS	DOUGLAS CO SID #485 NE 38 05/15/38		2.65		200,000.00 100.00%	200,000.00	200,000.00	150,232.00
COMM: COMMERCE BANK	25933VBY5	AFS	DOUGLAS CO SANTN 559 NE 38 06/15/38		4.10		165,000.00 100.00%	165,000.00	165,000.00	154,235.40
COMM: COMMERCE BANK	25932EDK2	AFS	DOUGLAS CO SID #438 NE 38 08/15/38		4.20		250,000.00 100.00%	250,000.00	250,000.00	250,215.00
COMM: COMMERCE BANK	80373RDR9	AFS	SARPY CO DT #220-REF NE 38 08/15/38		4.05		170,000.00 100.00%	170,000.00	170,000.00	167,710.10
COMM: COMMERCE BANK	80387LAP3	AFS	SARPY CO SAN & IMP DT NE 38 08/15/38		2.75		290,000.00 100.00%	290,000.00	290,000.00	219,260.30
COMM: COMMERCE BANK	72778PCU5	AFS	PLATTE CO SD #5 NE 38 12/15/38		2.00	AA-	200,000.00 100.00%	200,000.00	200,098.78	149,588.00
COMM: COMMERCE BANK	80379KDHO	AFS	SARPY CO SID #272-REF NE 38 12/15/38		4.40		215,000.00 100.00%	215,000.00	215,000.00	206,501.05
COMM: COMMERCE BANK	25934MCK3	AFS	DOUGLAS SID #531-REF NE 39 01/15/39		4.35		200,000.00 100.00%	200,000.00	200,000.00	190,646.00
COMM: COMMERCE BANK	25936ECH6	AFS	DOUGLAS CO SID #561 NE 39 01/15/39		4.35		180,000.00 100.00%	180,000.00	180,000.00	171,581.40
COMM: COMMERCE BANK	25930BEE3	AFS	DOUGLAS CO SID #504 NE 39 08/15/39		3.40		215,000.00 100.00%	215,000.00	215,000.00	188,481.90
COMM: COMMERCE BANK	25931EGP9	AFS	DOUGLAS CO SAN #503 NE 39 08/15/39		2.65		225,000.00 100.00%	225,000.00	225,000.00	161,979.75

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Pledges By Pledgee And Maturity



Pledged To: CITY TREASURER

Jones Bank - Seward, NE

As Of 12/31/2024

Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity	Prerefund	Pool/Type	Moody S&P	Original Face Pledged Percent	Pledged			
								Original Face	Par	Book Value	Market Value
COMM: COMMERCE BANK	80373XBC1	AFS	SARPY CO SAN & IMPT NE 39 08/15/39		2.60		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	145,808.00
COMM: COMMERCE BANK	80373YDV5	AFS	SARPY CO SID#158-REF NE 39 08/15/39		2.95		190,000.00 100.00%	190,000.00	190,000.00	190,000.00	177,159.80
COMM: COMMERCE BANK	25931BEJ1	AFS	DOUGLAS SID #507-REF NE 40 05/01/40		3.15		185,000.00 100.00%	185,000.00	185,000.00	185,000.00	142,568.40
COMM: COMMERCE BANK	25933VDM9	AFS	DOUGLAS CO SD #559 NE 40 05/15/40		3.40		175,000.00 100.00%	175,000.00	175,000.00	175,000.00	169,172.50
COMM: COMMERCE BANK	25930LDG7	AFS	DOUGLAS CO NE SID#530 NE 40 09/15/40		3.00		150,000.00 100.00%	150,000.00	150,000.00	150,000.00	121,054.50
COMM: COMMERCE BANK	25933EEG9	AFS	DOUGLAS CO SAN & IMPT NE 4C 11/15/40		3.15		190,000.00 100.00%	190,000.00	190,000.00	190,000.00	172,065.90
COMM: COMMERCE BANK	80388MBJ3	AFS	SARPY CNTY SANITATION NE 4C 12/15/40		4.00		240,000.00 100.00%	240,000.00	240,000.00	240,000.00	203,630.40
COMM: COMMERCE BANK	617775EV9	AFS	MORRILL CO NE 41 06/15/41		2.25		240,000.00 100.00%	240,000.00	240,000.00	240,000.00	162,225.60
COMM: COMMERCE BANK	2593EEDY8	AFS	DOUGLAS CO SID #561 NE 41 07/15/41		2.90		235,000.00 100.00%	235,000.00	235,000.00	235,000.00	189,614.45
COMM: COMMERCE BANK	25939LDA1	AFS	DOUGLAS CO SID #567 NE 41 07/15/41		2.75		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	128,246.00
COMM: COMMERCE BANK	25930LDN2	AFS	DOUGLAS CO SAN #530 NE 41 08/15/41		2.85		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	143,420.00
COMM: COMMERCE BANK	80379QBT3	AFS	SARPY CO NE SAN-REF NE 41 08/15/41		2.75		255,000.00 100.00%	255,000.00	255,000.00	255,000.00	180,093.75
COMM: COMMERCE BANK	80387LAS7	AFS	SARPY CO SAN & IMP DT NE 41 08/15/41		2.90		200,000.00 100.00%	200,000.00	200,000.00	200,000.00	144,504.00

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Receipt# Safekeping Location	CUSIP	ASC 320	Description Maturity	Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged		Market Value
								Original Face	Par	
COMM: COMMERCE BANK	25938MIDE2	AFS	DOUGLAS CO SAN & IMPNT NE 41 09/01/41		2.80		200,000.00 100.00%	200,000.00	200,000.00	137,500.00
COMM: COMMERCE BANK	25933EFW3	AFS	DOUGLAS CO NE SAN-B NE 41 09/15/41		2.85		235,000.00 100.00%	235,000.00	235,000.00	168,311.70
COMM: COMMERCE BANK	25939HCU7	AFS	DOUGLAS CO SID#563 NE 41 11/15/41		2.85		200,000.00 100.00%	200,000.00	200,000.00	157,666.00
COMM: COMMERCE BANK	119483EL5	AFS	BUFFALO CO SD #0009 NE 41 12/15/41		2.00	A1	200,000.00 100.00%	200,000.00	194,470.93	147,344.00
COMM: COMMERCE BANK	259327W42	AFS	DOUGLAS CO SD #17 NE 41 12/15/41		4.00	AA	250,000.00 100.00%	250,000.00	256,396.53	252,667.50
COMM: COMMERCE BANK	25932XDN4	AFS	DOUGLAS CO NE SID-REF NE 41 12/15/41		2.75		250,000.00 100.00%	250,000.00	250,000.00	200,875.00
COMM: COMMERCE BANK	25940KAS4	AFS	SID DOUGLAS #596-REF NE 41 12/15/41		2.75		275,000.00 100.00%	275,000.00	275,000.00	194,603.75
COMM: COMMERCE BANK	808290FV7	AFS	SCHUYLER NE 42 03/15/42		2.75		250,000.00 100.00%	250,000.00	250,000.00	179,687.50
COMM: COMMERCE BANK	80376KBN2	AFS	SARPY CO SID #334 NE 42 05/15/42		3.70		215,000.00 100.00%	215,000.00	215,000.00	186,198.60
COMM: COMMERCE BANK	25932XEH6	AFS	DOUGLAS CO SID #524 NE 42 09/15/42		4.65		250,000.00 100.00%	250,000.00	250,000.00	240,795.00
COMM: COMMERCE BANK	25929MEM4	AFS	DOUGLAS CO SID #405-R NE 42 11/15/42		3.55		250,000.00 100.00%	250,000.00	250,000.00	190,607.50
COMM: COMMERCE BANK	006058DK4	AFS	ADAMS CO NE 42 12/15/42		4.00	AA-	300,000.00 100.00%	300,000.00	307,092.42	300,021.00
COMM: COMMERCE BANK	80387HCA3	AFS	SARPY CO SID #304 NE 43 05/15/43		5.00		200,000.00 100.00%	200,000.00	200,000.00	189,458.00

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Pledges By Pledgee And Maturity

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Jones Bank - Seward, NE

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Pledged To: CITY TREASURER

As Of 12/31/2024

Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity	Prerfund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged			
								Original Face	Par	Book Value	Market Value
3132DMPY5 AFS COMM: COMMERCE BANK			FRLMC 30YR 03/01/50		SD0439 3.50		1,000,000.00 100.00%	528,371.67	576,379.78	469,865.07	
66 Securities Pledged To: 1010 - CITY TREASURER								15,110,000.00	14,638,371.67	14,694,580.27	12,642,521.97

CASH IN BANK \$8,296,211.42

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**Cattle Bank & Trust (052)
Investment Portfolio (1)**

**Pledged Securities Detail
December 31, 2024**

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Report Sequence: sgrp, CUSIP, Ticket

SGrp STyp Loc/PI	CUSIP Description S&P	Rate	Moody	State	Ticket-P#	Call Type Next Call Dt Call Price	Maturity Dt Issue Dt Intent	Total Face Total Par	Pledged Face % of Total	Pledge Values			
										Par Value Book Value	Carrying Value Interest Rec	Market Value Collateral Value	
PLEDGEE: CITY OF SEWARD (02)													
CMO	3137AWUJ78	1.250			185157011-1		12/15/2027	1,500,000.00	1,500,000.00	13,385.55	13,092.91	13,092.91	
FHR	FHR 4145 AC						12/1/2012	13,385.55	100.00%	13,371.50	13.94	13,106.85	
D02/02							AFS						
CMO	3137B0NV2	1.500			185157163-1		9/15/2025	2,000,000.00	2,000,000.00	9,618.34	9,496.54	9,496.54	
FHR	FHR 4176 EC						3/1/2013	9,618.34	100.00%	9,613.66	12.02	9,508.56	
D02/02							AFS						
GNMA	36176W2B6	4.000			185168920-1		12/15/2026	560,000.00	560,000.00	11,696.80	11,409.71	11,409.71	
GNMA	GNMA POOL 778670						12/1/2011	11,696.80	100.00%	11,836.81	38.99	11,448.70	
D02/02							AFS						
GNMA	36179V3Q1	2.500			177018890-1		1/20/2036	500,000.00	500,000.00	231,731.71	213,790.37	213,790.37	
GNM2	GNMA2 POOL MA7107						1/1/2021	231,731.71	100.00%	241,445.01	482.77	214,273.14	
D02/02							AFS						
GNMA	3620ARB59	3.500			185171588-1		5/15/2025	1,000,000.00	1,000,000.00	2,540.77	2,485.03	2,485.03	
GNMA	GNMA POOL 73260						5/1/2010	2,540.77	100.00%	2,544.87	7.41	2,492.44	
D02/02							AFS						
MBS	3128MDW74	3.500			177039340-1		12/1/2028	1,450,000.00	1,450,000.00	108,545.99	106,443.92	106,443.92	
FGLM	FHLMC POOL G14970						12/1/2013	108,545.99	100.00%	111,891.82	316.59	106,760.51	
D02/02							AFS						
MBS	3128PQ4E8	4.500			185147195-1		2/1/2025	1,200,000.00	1,200,000.00	374.92	374.25	374.25	
FGLM	FHLMC POOL J11721						2/1/2010	374.92	100.00%	375.19	1.41	375.66	
D02/02							AFS						
MBS	3128Q0GL5	4.000			185147609-1		5/1/2027	425,000.00	425,000.00	9,198.11	9,095.20	9,095.20	
FGLM	FHLMC POOL J19203						5/1/2012	9,198.11	100.00%	9,350.35	30.66	9,125.86	
D02/02							AFS						
MBS	31329KRS5	3.000			177051131-1		4/1/2033	1,000,000.00	1,000,000.00	147,992.08	139,904.24	139,904.24	
FGLM	FHLMC POOL ZA2297						9/1/2018	147,992.08	100.00%	142,119.43	369.98	140,274.22	
D02/02							AFS						
MBS	3132A8S34	2.500			177051143-1		1/1/2031	860,000.00	860,000.00	142,310.27	134,263.15	134,263.15	
FGLM	FHLMC POOL ZS7738						9/1/2018	142,310.27	100.00%	137,027.31	296.48	134,559.63	
D02/02							AFS						

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Pledged Securities Detail
December 31, 2024

Cattle Bank & Trust (052)
Investment Portfolio (1)

Report Sequence: sgrp, CUSIP, Ticket

SGrp	STYP	Loc/PI	CUSIP	Description	Moody	Rate	State	Ticket-P#	Call Type	Next Call Dt	Call Price	Maturity Dt	Issue Dt	Intent	Total Face		Pledged Face % of Total	Pledge Values		Market Value	
															Total Par	Book Value		Par Value	Carrying Value		Interest Rec
																810,000.00	290,827.15	810,000.00	290,827.15	275,023.42	275,023.42
								177046215-1				4/1/2035				287,353.42			287,353.42	275,750.49	
												3/1/2020					100.00%				
												4/1/2036		AFS							
												3/1/2021				500,000.00	500,000.00	500,000.00	269,016.90	269,628.92	
								178002051-1				3/1/2021				307,349.66			307,349.66		
												8/1/2036		AFS							
												2/1/2022				400,000.00	400,000.00	400,000.00	253,791.59	254,564.04	
												2/1/2022				264,841.44			264,841.44		
												3/1/2032		AFS							
												2/1/2022				316,624.15	316,624.15	316,624.15	290,093.76	290,489.54	
												2/1/2022				313,511.08			313,511.08		
												2/1/2026		AFS							
												1/1/1996				1,000,000.00	1,000,000.00	1,000,000.00	9,860.16	9,895.71	
												1/1/1996				72.54			72.54		
												1/1/1996				72.60			72.60		
												2/1/2026		AFS							
												7/1/2026				500,000.00	500,000.00	500,000.00	9,479.30	9,572.47	
												7/1/2011				9,479.30			9,479.30		
												7/1/2011				10,524.27			10,524.27		
												7/1/2027		AFS							
												7/1/2012				443,000.00	443,000.00	443,000.00	10,450.62	10,485.70	
												7/1/2012				10,683.59			10,683.59		
												7/1/2012				10,524.27			10,524.27		
												2/1/2028		AFS							
												2/1/2013				500,000.00	500,000.00	500,000.00	13,859.00	13,901.13	
												2/1/2013				14,445.48			14,445.48		
												2/1/2013				201,156.60			201,156.60		
												2/1/2034		AFS							
												3/1/2013				2,000,000.00	2,000,000.00	2,000,000.00	203,043.08	203,965.05	
												3/1/2013				100.00%			100.00%		
												3/1/2013				201,156.60			201,156.60		
												1/1/2034		AFS							
												3/1/2013				2,000,000.00	2,000,000.00	2,000,000.00	203,043.08	203,965.05	
												3/1/2013				154,513.72			154,513.72		
												1/1/2034		AFS							
												3/1/2013				168,421.59			168,421.59		
												3/1/2013				155,963.66			155,963.66		
												3/1/2013				708.19			708.19		
												3/1/2013				29,629.30			29,629.30		

Pledged Securities Detail
December 31, 2024

Cattle Bank & Trust (052)
Investment Portfolio (1)

Report Sequence: sgrp, CUSIP, Ticket

SGrp STyp Loc/PI	CUSIP Description S&P	Moody	Rate	State	Ticket-P#	Call Type Next Call Dt Call Price	Maturity Dt Issue Dt Intent	Total Face Total Par	Pledged Face % of Total	Book Value	Pledge Values		Market Value
											Par Value	Carrying Value	
MBS FNMA D02/02	3138EMCY5 FNMA POOL AL4586	4.000			185160242-1		2/1/2027 12/1/2013 AFS	575,000.00 5,972.97	575,000.00 100.00%	5,972.97 6,058.49	5,911.02 19.91	5,911.02 5,930.93	
MBS FNMA D02/02	3138EMPD7 FNMA POOL AL4919	3.500			184006560-1		3/1/2029 2/1/2014 AFS	2,000,000.00 152,874.70	631,641.94 31.58%	48,281.04 49,797.91	46,990.54 140.82	46,990.54 47,131.36	
MBS FNMA D02/02	3138EQSH1 FNMA POOL AL8047	3.500			176002956-1		11/1/2030 1/1/2016 AFS	1,050,000.00 148,678.60	1,050,000.00 100.00%	148,678.60 155,092.53	141,112.69 433.65	141,112.69 141,546.34	
MBS FNMA D02/02	3138WUJ82 FNMA POOL AS4206	3.000			178000698-1		1/1/2030 12/1/2014 AFS	1,160,000.00 92,752.74	1,160,000.00 100.00%	92,752.74 95,548.02	89,907.09 231.88	89,907.09 90,138.97	
MBS FNMA D02/02	3140FBGJ3 FNMA POOL BD3800	2.000			177051139-1		7/1/2031 7/1/2016 AFS	1,375,000.00 245,628.86	1,375,000.00 100.00%	245,628.86 235,176.81	227,454.07 409.38	227,454.07 227,863.45	
MBS FNMA D02/02	3140J5EA3 FNMA POOL BM1028	2.500			177039342-1		12/1/2029 3/1/2017 AFS	1,750,000.00 179,514.48	1,750,000.00 100.00%	179,514.48 182,563.74	164,381.41 373.99	164,381.41 164,755.40	
MBS FNMA D02/02	3140J5EA3 FNMA POOL BM1028	2.500			185164038-1		12/1/2029 3/1/2017 AFS	300,000.00 30,773.91	300,000.00 100.00%	30,773.91 30,844.71	28,179.67 64.11	28,179.67 28,243.78	
MBS FNMA D02/02	3140CGJ99 FNMA POOL CA8387	2.500			177034617-1		12/1/2035 12/1/2020 AFS	500,000.00 284,651.92	500,000.00 100.00%	284,651.92 296,827.66	262,805.62 593.02	262,805.62 263,398.84	
MBS FNMA D02/02	3140X9CH6 FNMA POOL FM5471	2.500			199000173-1		12/1/2035 12/1/2020 AFS	465,000.00 261,852.84	465,000.00 100.00%	261,852.84 272,640.85	241,761.09 545.53	241,761.09 242,306.6	
MBS FNMA D02/02	3140X9LK9 FNMA POOL FM5729	3.000			177020855-1		1/1/2041 1/1/2021 AFS	500,000.00 244,974.33	500,000.00 100.00%	244,974.33 257,968.93	220,440.74 612.44	220,440.74 221,053	
MBS FNMA D02/02	31418AAC2 FNMA POOL MA0902	3.000			185165786-1		11/1/2026 10/1/2011 AFS	1,000,000.00 12,445.02	1,000,000.00 100.00%	12,445.02 12,493.89	11,696.55 31.11	11,696.55 11,727	

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**Cattle Bank & Trust (052)
Investment Portfolio (1)**

**Pledged Securities Detail
December 31, 2024**

H231
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Report Sequence: sgrp, CUSIP, Ticket

SGrp	CUSIP	S Typ	Description	S&P	Moody	Rate	State	Ticket-P#	Call Type	Next Call Dt	Call Price	Maturity Dt	Issue Dt	Intent	Total Face	Pledged Face	Pledge Values			Market Value
																	Book Value	Par Value	Carrying Value	
MBS	31418AKN7					3.000		177011537-1				10/1/2032			800,000.00	800,000.00	85,858.02	80,842.99		80,842.99
FNMA	FNMA POOL MA1200											9/1/2012			85,858.02	100.00%	88,295.81	214.65		81,057.64
D02/02																				
MBS	31418AVK1					3.000		177039341-1				7/1/2028			1,000,000.00	1,000,000.00	71,228.94	69,575.05		69,575.05
FNMA	FNMA POOL MA1517											6/1/2013			71,228.94	100.00%	72,363.84	178.07		69,753.12
D02/02																				
MBS	31418B5R3					4.000		177020853-1				6/1/2036			410,000.00	410,000.00	76,810.72	71,245.96		71,245.96
FNMA	FNMA POOL MA2655											5/1/2016			76,810.72	100.00%	81,358.45	256.04		71,502.00
D02/02																				
MBS	31418DRM6					2.000		177046216-1				8/1/2030			610,000.00	610,000.00	184,001.00	173,182.74		173,182.74
FNMA	FNMA POOL MA4081											7/1/2020			184,001.00	100.00%	179,501.63	306.67		173,489.41
D02/02																				
MBS	31418DT77					2.000		177023307-1				11/1/2030			771,122.00	771,122.00	286,609.24	268,971.88		268,971.88
FNMA	FNMA POOL MA4173											10/1/2020			286,609.24	100.00%	293,312.80	477.68		269,449.56
D02/02																				
MBS	31418DZ96					1.500		184010674-1				6/1/2031			500,000.00	500,000.00	257,012.89	236,284.07		236,284.07
FNMA	FNMA POOL MA4367											5/1/2021			257,012.89	100.00%	260,710.16	321.27		236,605.34
D02/02																				
MBS	31418EA83					1.500		177048016-1				2/1/2032			179,142.00	167,163.35	103,469.41	94,811.30		94,811.30
FNMA	FNMA POOL MA4530											1/1/2022			110,883.86	93.31%	98,900.63	129.33		94,940.63
D02/02																				
MUNI	25887CAZ1					2.250	NE	177039343-1	Cont			1/1/2034			120,000.00	120,000.00	120,000.00	95,588.40		95,588.40
GO	DOUGLAS CNTY NEB S&I #540											1/5/2022			120,000.00	100.00%	120,000.00	1,350.00		96,938.40
D02/02																				
MUNI	259290EB6					3.100	NE	185142828-1	Contin			8/15/2030			150,000.00	150,000.00	150,000.00	138,801.00		138,801.00
GO	DOUGLAS CNTY NE SAN & IMPT DIS											6/15/2016			150,000.00	100.00%	150,000.00	1,756.67		140,557.67
D02/02																				
MUNI	259292CS7					2.700	NE	185142831-1	Contin			11/15/2026			280,000.00	280,000.00	280,000.00	276,368.40		276,368.40
GO	DOUGLAS CNTY SAN IMPT DIST 427											11/15/2017			280,000.00	100.00%	280,000.00	966.00		277,334.40
D02/02																				
MUNI	259305DT4					2.500	NE	178003667-1	Cont			3/1/2036			150,000.00	150,000.00	150,000.00	127,717.50		127,717.50
GO	DOUGLAS CNTY NEB S&I #499											3/1/2022			150,000.00	100.00%	150,000.00	1,250.00		128,967.50
D02/02																				

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Cattle Bank & Trust (052)
Investment Portfolio (1)

Report Sequence: sgrp, CUSIP, Ticket

Pledged Securities Detail
December 31, 2024

SGrp	STyp	Loc/PI	CUSIP	Description	Moody	Rate	State	Ticket-P#	Call Type	Next Call Dt	Maturity Dt	Issue Dt	Intent	Total Face	Pledged Face	Pledge Values		Carrying Value	Interest Rec	Collateral Value	Market Value
																Par Value	Book Value				
MUNI	GO	D02/02	25930TBJ6	DOUGLAS CNTY NEB SANI & #421		2.900	NE	184003054-1	Cont	5/15/2025	11/15/2036	5/19/2020	AFS	50,000.00	50,000.00	50,000.00	50,000.00	49,329.50	185.28	49,514.78	49,329.50
MUNI	GO	D02/02	25931BEG7	DOUGLAS CNTY NEB SAN & IMPT DI		2.750	NE	184010678-1	Cont	5/1/2026	5/1/2035	5/3/2021	AFS	175,000.00	175,000.00	175,000.00	175,000.00	140,470.75	802.08	141,272.83	140,470.75
MUNI	GO	D02/02	25931LCN2	DOUGLAS CNTY NE SAN & IMPT		2.700	NE	185142862-1	Cont	1/1/2025	11/15/2028	11/15/2016	AFS	170,000.00	170,000.00	170,000.00	170,000.00	159,825.50	586.50	160,412.00	159,825.50
MUNI	GO	D02/02	25931VBN1	DOUGLAS CNTY NE SAN & IMPT		3.500	NE	185142866-1	Cont	1/1/2025	8/15/2032	7/27/2017	AFS	50,000.00	50,000.00	50,000.00	50,000.00	47,100.50	661.11	47,761.61	47,100.50
MUNI	GO	D02/02	25931VCF7	DOUGLAS CNTY NEB SAN #471		2.350	NE	177020849-1	Cont	2/15/2026	8/15/2035	2/19/2021	AFS	100,000.00	100,000.00	100,000.00	100,000.00	86,163.00	887.78	87,050.78	86,163.00
MUNI	GO	D02/02	25933BEB6	DOUGLAS CNTY NEB SAN & IMPT DI		3.000	NE	184003099-1	Cont	5/15/2025	11/15/2035	5/19/2020	AFS	150,000.00	150,000.00	150,000.00	150,000.00	143,317.50	575.00	143,892.50	143,317.50
MUNI	GO	D02/02	25936RBY1	DOUGLAS CNTY NEB S&I #537		2.400	NE	177039345-1	Cont	1/15/2027	1/15/2039	1/21/2022	AFS	150,000.00	150,000.00	150,000.00	150,000.00	105,571.50	1,660.00	107,231.50	105,571.50
MUNI	REV	D02/02	373807CE4	GERING NEB COMBINED UTILS REV		1.850	NE	184010461-1	Cont	4/29/2026	12/15/2035	4/29/2021	AFS	100,000.00	100,000.00	100,000.00	100,000.00	77,441.00	82.22	77,523.22	77,441.00
MUNI	REV	D02/02	57973FDD8	MCCOOK NE PUBLIC PWR DIST		3.150	NE	185181069-1	Cont	1/1/2025	12/15/2030	8/9/2017	AFS	100,000.00	100,000.00	100,000.00	100,000.00	97,297.00	140.00	97,437.00	97,297.00
MUNI	GO	D02/02	652810G22	NEWTON IOWA		3.000	IA	182011996-1	Cont	6/1/2029	4/20/2022	4/20/2022	AFS	185,000.00	185,000.00	185,000.00	185,000.00	181,152.00	462.50	181,614.50	181,152.00
MUNI	REV	D02/02	71366VKE9	PERENNIAL PUB PWR DIST NEB ELE		1.800	NE	177020856-1	Cont	2/17/2026	12/15/2036	2/17/2021	AFS	210,000.00	210,000.00	210,000.00	210,000.00	176,700.30	168.00	176,868.30	176,700.30

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Cattle Bank & Trust (052)
Investment Portfolio (1)

Report Sequence: sgrp, CUSIP, Ticket

Pledged Securities Detail
December 31, 2024

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SGrp STyp Loc/PI	CUSIP Description S&P	Rate	Moody	Ticket-P#	State	Call Type Next Call Dt Call Price	Maturity Dt Issue Dt Intent	Total Face Total Par	Pledged Face % of Total	Pledge Values		Market Value Collateral Value
										Par Value Book Value	Carrying Value Interest Rec	
MUNI GO	80373YER3 SARPY CNTY NEB S&I #158	2.800	NE	182012079-1	Cont	4/15/2027	10/15/2035	150,000.00	150,000.00	150,000.00	126,195.00	127,081.67
MUNI GO	80377BKT8 SARPY CNTY NEB S&I DIST #264	2.350	NE	184010680-1	Cont	5/3/2026	8/15/2034	180,000.00	180,000.00	180,000.00	141,953.40	143,551.40
MUNI GO	80377TBE2 SARPY CNTY NE SAN & IMPT DIST	2.800	NE	185187220-1	Contin	1/1/2025	11/15/2028	85,000.00	85,000.00	85,000.00	80,286.75	80,590.86
MUNI GO	80377TBF9 SARPY CNTY NE SAN & IMPT DIST	2.900	NE	185187221-1	Contin	1/1/2025	11/15/2029	85,000.00	85,000.00	85,000.00	78,951.40	79,266.37
MUNI GO	80378TEW8 SARPY CNTY NE SAN & IMPT DIST	3.850	NE	185187230-1	Contin	1/1/2025	10/15/2033	85,000.00	85,000.00	85,000.00	81,419.80	82,110.66
MUNI GO	80379AEF5 SARPY CNTY NEB SAN & IMPT #243	2.700	NE	177011631-1	Cont	8/15/2025	8/15/2038	290,000.00	290,000.00	290,000.00	214,402.80	217,360.80
MUNI GO	80379KEN6 SARPY CNTY NEB SAN & IMPT #272	2.300	NE	177018881-1	Cont	12/15/2025	12/15/2034	50,000.00	50,000.00	50,000.00	38,812.50	38,863.61
MUNI GO	810140LP6 SCOTT'S BLUFF CNTY NEB	2.550	NE	182012068-1	Cont	4/21/2027	4/21/2022	250,000.00	250,000.00	250,000.00	204,387.50	207,327.08
MUNI REV	818483FG9 SEWARD NE E-EC REV	2.450	NE	185187557-1	Contin	1/1/2025	2/15/2028	150,000.00	150,000.00	150,000.00	141,027.00	142,415.33
MUNI GO	866094CDD1 THURSTON CNTY NEB	2.500	NE	184003102-1	Cont	5/28/2025	12/15/2035	200,000.00	200,000.00	200,000.00	155,704.00	155,926.22
TAX TAXGO	534239FX1 LINCOLN NEB	3.000	NE	177045043-1	Cont	100,000.00	7/15/2026	100,000.00	100,000.00	100,000.00	98,140.00	98,140.00
D02/02	AAA						AFS	100,000.00	100,000.00	99,775.19	1,383.33	99,523.33

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Cattle Bank & Trust (052)
Investment Portfolio (1)

Report Sequence: sgrp, CUSIP, Ticket

Pledged Securities Detail
December 31, 2024

H231
 Page 7 of 79

SGrp STyp Loc/PI	CUSIP Description S&P	Moody	Rate	State	Ticket-P#	Next Call Dt Call Price	Maturity Dt Issue Dt Intent	Total Face Total Par	Pledged Face % of Total	Pledge Values		Market Value
										Par Value	Carrying Value	
TAXGO D02/02	61778RB78 MORRILL CNTY NEB SCH DIST #63 AA	A3	1.937	NE	177020846-1	12/1/2025 100.000	12/1/2031 2/25/2021 AFS	210,000.00	210,000.00	210,000.00	170,175.60	
TAXREV D02/02	68189TBA3 OMAHA NEB SPL OBLIG AA+	Aa3	6.400	NE	185184294-1	2/1/2026 3/25/2008	2/1/2026 3/25/2008 AFS	20,000.00	20,000.00	20,000.00	170,514.58	
TD CD D02/02	02007G3G3 ALLY BANK CD		3.450		177049980-1	8/4/2026 8/4/2022	8/4/2026 8/4/2022 AFS	245,000.00	245,000.00	245,000.00	245,000.00	
TD CD D02/02	02589AC42 AMERICAN EXPR NATL BK CD		2.650		182012070-1	4/6/2027 4/6/2022	4/6/2027 4/6/2022 AFS	245,000.00	245,000.00	245,000.00	248,473.63	
TD CD D02/02	89235MNH0 TOYOTA FINANCIAL SGS BK CD		3.200		177046219-1	5/17/2027 5/17/2022	5/17/2027 5/17/2022 AFS	245,000.00	245,000.00	245,000.00	246,547.53	
CITY OF SEWARD								245,000.00	245,000.00	245,000.00	245,000.00	
								38,442,927.29	38,442,927.29	968.58	8,775,997.61	
								9,614,529.78	9,614,529.78	42,391.42	8,775,997.61	
								9,721,554.28	9,721,554.28		8,818,389.03	

CASH IN BANK \$5,403,196.86

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3. Claims & Payables Reports

CLAIMS LIST
1/21/2025
COUNCIL MEETING

Abbreviations: AF-Annual Fee; BE-Benefits; BU-Building Upkeep; CI-Capital Improvements; DF-Diesel Fuel; DO-Donations; EQ-Equipment; ENG-Engineering; EX-Expense; FA-Fixed Asset; GS-Gas; GU-Ground Upkeep; IT-Technology; INS- Insurance; INV-Inventory; LG-Legal; MA-Maintenance; MAT-Materials; MC-Miscellaneous; MH-Merchandise; MI-Mileage; ML-Meals; MS-Memberships; OI-Oil; OP-Operations; PF-Postage; PU-Publications; RE-Repairs; RI-Reimbursement; RS-Restaurant; SA-Salaries; SE-Services; SL-Sales; ST-Sales Tax; SU-Supplies; TE-Testing; TR-Training; TO-Tools; UN-Uniforms; UT-Utilities

ABM Supply LLC	UN	623.00
All Copy Products Inc	SE	52.94
Allegiant Utility Service	IT	1.68
Allo	UT	954.69
Altec Industries Inc	RE	3,041.80
Amazon Business	SU/MAT	677.25
Anderson Auto Group	FA	14,662.00
Appliance Medic Llc	RE	269.81
Aqua-Chem Inc	SU	582.60
Ascap	AF	445.00
Badger Meter	SE	287.40
Baker & Taylor	MAT	1,598.36
Baker Becky J	RI	108.34
Barco Municipal Products	SU	346.93
Bic Construction Llc	CI	732,814.15
Bishop Michael	RI	90.00
Bizco Technologies	FA	67,052.48
Black Hills Energy	UT	5,417.24
Blue River Electric Llc	BU	1,090.41
Bode Adam	RI	90.00
Bottle Rocket Brewing	MC	182.50
Brase Joel	RI	90.00
Brunckhorst Kent	RI	90.00
Campbell Cleaning	SE	350.00
Capital Business-Dallas	SE	699.66
Capital Overhead Door Co	RE	367.22
Cash-Wa Distributing Co	SU	399.12
Central States Hydraulic	RE	7,285.62
Cerny Dan	RI	90.00
Chelewski Kent	RI	90.00
Cihal Alan F	RI	90.00
City Seward Electric Fund	UT	43,142.64
City Seward Library Petty	PF	224.50
City Seward Merchant Serv	SE	2,446.39
City Seward Payroll Accou	SA	419,798.42
City Seward Perpetual Fd	MC	300.00

Commonwealth Electric Co	RE	807.10
Constellation Newenergy	UT	152.73
Constructors Inc	CI	4,165.00
Core Robert	RI	90.00
Cross Creek Animal Health	SE	150.00
Crouch's Farm/Hardware	SU	1,971.93
Cuttin It Close Lawncare	MC	75.00
Dworak Tim	RI	90.00
E & R Flooring	FA	9,208.29
Eakes Office Solutions	SU	260.95
Farmers Coop Seward	GS	1,327.80
Fisher Zachary G	RI	90.00
Galls Llc	UN	86.28
Gleason Logan	RI	90.00
Goldsmith Katrina	RI	90.00
Great Plains Communicatio	IT	575.92
H&S Plumb Heat & Air Inc	BU	137.22
Hans Jared	RI	90.00
Hansen Dan	RI	90.00
Hartmann Construction Co	MAT	175.60
HD Supply Inc	SU	105.27
HDR Engineering Inc	CI	18,004.54
Herald Cody	RI	90.00
Hinz James	SE	150.00
Hobson Automotive & Tire	RE	190.00
Hochstein Jared	RI	90.00
Hoffschneider Law Pc Llo	SE	5,000.00
Husker Electric Supply Co	SU	264.42
Intoximeters	SU	76.75
Jaco Analytical Lab Inc	TE	865.20
Janicek Gary M	RI	175.88
Jensen Josiah	RI	90.00
JEO Consulting Group	CI	963.00
Jones Automotive	FA	3,938.28
Kahler Daniel S	RI	90.00
Klute Truck Equipment	RE	1,775.00
Koll Brandon	RI	90.00
Last Mile Network Consult	IT	62.00
Lincoln Winwater Works	BU	1,394.62
Lindy Studios	SE	635.00
L-Tron Corp	IT	66.50
Luebbe Anthony	RI	90.00
Mailand's Clothing	SE	68.00
Memorial Health-Drug	SE	35.00
Metering & Technology Sol	INV	8,620.90
Meyer Automotive	RE	691.48
Mid-American Benefits Inc	BE	534.22

Midwest Auto Parts	OI	336.26
Midwest Laboratories Inc	TE	3,232.46
Midwest Service & Sales	RE	2,617.22
Midwest Turf & Irrigation	RE	4,010.36
Miers Robert M	CI	90.00
Municipal Supply Omaha	RE	337.18
Ne Dept Of Agriculture	MC	45.14
Nebraska Equipment Inc	RE	675.47
Nebraska Labor Dept	MC	278.00
Nebraska Law Enforcement	TR	240.00
Nebraska Library Commissi	MAT	184.36
Nebraska Pub Pow-Desmoine	UT	501,426.66
Nebraska Revenue	AF	532.95
Nebraska Truck Repair	SU	1,000.00
Norris Public Power Distr	UT	1,478.05
Northern Safety Co Inc	SU	76.50
Nunn Chris	RI	90.00
Oborny Tanner	RI	90.00
Olsson	CI	25,444.46
One Call Concepts Inc	SE	74.28
Oneby Michael	RI	90.00
Opfer Jamie / Shanna	MC	75.00
O'Reilly Automotive Inc	SU	1,060.92
Pac N Save	ML	3,380.52
Paper Tiger Shredding	SE	70.00
Payne Sherri	RI	22.11
Pecka Brook	RI	90.00
Pedersen Brent	RI	90.00
Police Chiefs Assoc Of Ne	MS	200.00
Policky Brandon A	RI	90.00
Pollak Douglas W	RI	90.00
Quill Corp	SU	194.95
Radke Greg	RI	45.00
Rathjen Shad	RI	90.00
Riverside Portables Llc	SE	112.00
Ruether Larry L	RI	90.00
Sack Lumber Company	RE	64.99
Sam's Club	AF	299.45
Schemmer Architects Engin	CI	49,680.88
Schwamlein Michael Sr	SE	750.00
Schweitzer Farms & Sales	FA	6,203.40
Sestak David	RI	90.00
Seward Co Clerk/Register	FA/SE	130.00
Seward County Independent	PU	529.42
Seward County Treasurer	SE	20,524.91
Seward Lumber & Home Cent	GU	489.77
Seward Public Schools	MC	69.28

Seward Wind Llc	UT		42,177.96
Short Elliott Hendrickson	CI		13,305.17
Sparqdata Solutions	AF		4,100.00
Sports Express	UN		224.00
St Gregory The Great	MC		780.00
St Louis Michelle	RI		290.00
Steffensmier Aaron	RI		90.00
Time Warner/Spectrum	IT		431.42
Toys For Trucks Inc	FA		2,810.00
Transunion Risk	SE		75.00
USA Bluebook	RE		686.80
U S Postal Service	PF		365.00
Urwin Carter	MC		175.00
Verizon Wireless	IT		2,293.57
Visa-Pinnacle Bank (Lib)	BU		989.72
Wix.com	IT	172.80	
Walmart	SU/BU	176.26	
Techsoup	IT	10.00	
NextLink	UT	118.12	
Amazon	SU/BU	308.17	
Sam's Club	SU/BU	43.38	
Humanities Nebraska	SE	75.00	
Zoom	SE	15.99	
Lincoln Journal Star	MAT	70.00	
Voehl Cindy	RI		17.42
W.E. Arbor Solutions	MC		75.00
Wake Max	RI		4,249.46
Watson Wendell B	RI		105.00
Wesco Distribution Inc	INV		144.05
White Cap	SU		263.94
Windstream Nebraska Inc	UT		869.87
Wiseman Erin	RI		90.00
		CLAIMS TOTAL	\$2,071,222.36

4. Police Department Report



City of Seward
Police Department
Chief Brian W. Peters

Monthly Statistics
_____ 20 _____

Service Calls	
Accidents	
Arrests	
Citations	
Warnings	
Parking Tickets	

Does not include red tag warnings, yellow tag warnings or verbal warnings

5. Annual Certification of Fire Department List

Annual Certification for the Volunteer Emergency Responders Incentive Act

To be completed by a confirmed and approved Certification Administrator for certification years 2019 and after.
Include only those volunteer members who have earned 50 or more points during the calendar year (see instructions).

Identify the Nebraska County, City, Village, or Rural or Suburban Fire Protection District the Volunteer Department Serves
Seward County, Seward

Calendar Year
2024

Identify the Volunteer Department for Which This Certification is Being Provided
Seward Volunteer Fire Department

Checking this box verifies that all volunteer members included on this annual certification were not paid an hourly wage for their volunteer responder duties.

Legal Name of Qualified Volunteer Member	Address	Last Four Digits of Social Security Number	Points Earned this Calendar Year
Bradley Park	2055 Meadow Lane #19 Seward, NE 68434		67
Brady Johnson	733 E. Pinewood Ave. Seward, NE 68434		51
Brent Tempel	646 N. 3rd Seward, NE 68434		51
Brian Albright	922 N. 11th Seward, NE 68434		60
Bryan Niebrugge	178 E. Maple St. Seward, NE 68434		63
Colby VanDerslice	3110 McKelvie Seward, NE 68434		53
Connie Languain	2980 Holdrege Rd. Seward, NE 68434		73
Daniel Brumm	622 N. 4th Seward, NE 68434		73
Emily Estes	322 Locust St. Seward, NE 68434		62
Eric Strole	448 S. 3rd St. Seward, NE 68434		59
Haley Goodrich	448 S. 3rd St. Seward, NE 68434		64
James Kimsey	251 Shannon Rd. Seward, NE 68434		62
Jason Rasmussen	1118 N. 5th Seward, NE 68434		56
Jeff Neihardt	146 N. 3rd Seward, NE 68434		53
Johnny May	236 N. 2nd Seward, NE 68434		50
Kelby Nitz	1933 Karol Kay Blvd Seward, NE 68434		51
Kent Auman	237 E. Bradford Seward, NE 68434		64
Landon Dirks	555 S. Evergreen Seward, NE 68434		73

I hereby certify and declare under penalties of law that the individuals listed above (and on attached lists, if necessary) have met the minimum requirements (50 points or more) for the listed calendar year and have qualified as active members of the volunteer emergency responder unit, rescue squad unit, or firefighter unit identified above, and were not paid an hourly wage for their emergency responder duties.

sign
here



1/12/2025

Signature of Confirmed and Approved Certification Administrator

Daniel Brumm

Printed Name

1/12/2025

Date

402-641-4504

Daytime Phone

sewardfire@cityofsewardne.gov

Email Address

Submit this certification to the Volunteer Emergency Responders
web page at revenue.nebraska.gov or mail to:

Nebraska Department of Revenue, PO Box 94609, Lincoln, NE 68509-4609.

6. Draft Minutes of January 7, 2025, City Council Meeting

January 7, 2025

The Seward City Council met at 7:01 p.m. on Tuesday, January 7, 2025, with Mayor Joshua Eickmeier presiding and City Clerk Derek Bargmann recording the proceedings. Upon roll call, the following Councilmembers were present: Zane Francescato, Megan Kahler, Jessica Kolterman, Karl Miller, Tatum Tonniges, John Singleton, Matt Stryson, Rich Wergin. Councilmembers Absent: None. Other officials present: City Administrator Greg Butcher, City Attorney Kelly Hoffschneider, City Engineer Michael Oneby, Wellness Center Director Joel Brase, Water/Wastewater Director Brandon Koll, and Chief of Police Brian Peters.

Notice of the meeting was given in advance thereof, and Mayor Eickmeier announced that a copy of the Open Meetings Act and tonight's agenda is posted in the meeting room and is accessible to members of the public. Mayor Eickmeier led those in attendance in the Pledge of Allegiance.

CONSENT AGENDA CONSIDERATION ITEMS

The following Consent Agenda items were approved in one single motion made by Councilmember Wergin, seconded by Councilmember Singleton.

1. Claims & Payables Report (totaling \$414,796.00)
2. Draft Minutes of December 17, 2024, City Council Meeting
3. Refuse Hauler's List 2025

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.
Nay: None. Absent: None. Motion carried.

ADMINISTRATIVE ITEMS

1. DISCUSSION AND CONSIDERATION OF STOP SIGN PLACEMENTS AT THE FOLLOWING SECOND STREET INTERSECTIONS: SEWARD STREET; MOFFITT STREET; AND HILLCREST DRIVE

City Administrator Butcher reported that with the completion of the Highway 15 reconstruction project, the future of these temporary four-way stop signs should be considered. He had heard from a few residents that they wished to keep the stop signs on Hillcrest Drive due to the proximity of nearby schools and high foot traffic.

Councilmember Stryson introduced **Resolution 2025-1**, to establish a permanent four-way stop at the Hillcrest Drive and 2nd Street Intersection, with Seward Street and Moffitt Street to be returned to previous condition with no east-west stop signs. Councilmember Wergin moved, seconded by Councilmember Kahler, to approve Resolution 2025-1.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.
Nay: None. Absent: None. Motion carried.

2. CONSIDERATION OF A CHANGE ORDER (#1) TO THE CONSTRUCTION CONTRACT WITH K2 CONSTRUCTION, INC. FOR THE 6TH STREET, ASH TO LINCOLN STREET WATER MAIN REPLACEMENT PROJECT IN THE AMOUNT OF \$368,545.95

City Engineer Oneby informed the change order was a conglomeration of six previously approved work orders by the Council. The numerous work orders were due to the expediency in completing the water mains prior to the progress of the reconstruction of 6th Street; therefore, some conflicts were not able to be identified beforehand. It is expected that the project will total approximately \$1.598 million, slightly under the bid of \$1.607 million, when taking overruns and underruns into consideration.

Councilmember Stryson moved, seconded by Councilmember Wergin, to approve a change order with K2 Construction, Inc. for the 6th Street, Ash to Lincoln Street Water Main Replacement Project as presented.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.
Nay: None. Absent: None. Motion carried.

3. CONSIDERATION OF AN AMENDMENT (#1) TO THE PROFESSIONAL SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR THE FINAL DESIGN OF THE INTERIOR DRAINAGE AND PUMP STATION IMPROVEMENTS PROJECT IN THE AMOUNT OF \$41,725

Mr. Oneby indicated that design work for the project was nearing completion, but exceeded initial estimates. A completed design will allow the City to apply for construction funds through the Nebraska Emergency Management Agency (NEMA) and allow for the City to progress in levy accreditation. The most recent design would include the implementation of two 5k gallon/minute pumps and increased automation.

Councilmember Stryson moved, seconded by Councilmember Singleton, to approve an amendment with HDR Engineering, Inc. for the Final Design of the Interior Drainage and Pump Station Improvements Project as presented.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

January 7, 2025

Nay: None. Absent: None.

Motion carried.

4. CONSIDERATION OF AN AGREEMENT WITH THE SCHEMMER ASSOCIATES FOR SURVEYING SERVICES AT THE DOWNTOWN WATER TOWER SITE FOR A FEE NOT TO EXCEED \$5,000

Mr. Oneby described the work to be undertaken as establishment of legal boundaries, right-of-way, and plats near the site of the new downtown water tower, particularly to assist in developing legal agreements for wireless providers to have infrastructure on site. Schemmer was recommended due to the recently completed surveying work on Bradford Street, thus they possess a familiarity to the area.

Councilmember Singleton moved, seconded by Councilmember Stryson, to approve an agreement with The Schemmer Associates for Surveying Services at the Downtown Water Tower Site as presented.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

Nay: None. Absent: None.

Motion carried.

5. CONSIDERATION OF AN AMENDMENT (#4) TO A PROFESSIONAL SERVICES AGREEMENT WITH THE SCHEMMER ASSOCIATES FOR THE WORTHMAN BLVD EXTENSION PROJECT IN THE AMOUNT OF \$33,301

Mr. Oneby noted the amendment would allow for design services of the watermain along the Worthman Blvd roadway extension as well as a line extending north to the line running parallel to the north of the BNSF railroad. The design would include boring under Walker Road and BNSF railway to create a watermain loop at the Rail Campus.

Councilmember Miller moved, seconded by Councilmember Tonniges, to approve an amendment with The Schemmer Associates for the Worthman Blvd Extension Project as presented.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

Nay: None. Absent: None.

Motion carried.

6. CONSIDERATION OF A SYSTEM IMPACT STUDY AGREEMENT WITH NEBRASKA PUBLIC POWER DISTRICT FOR ELECTRIC TRANSMISSION REQUIREMENTS RELATED TO PROJECT MOVE/DARI PROCESSING

Mr. Butcher explained the agreement would allow NPPD to perform a study about needed upgrades to the electric substation facilities in the Rail Campus, specifically because of the proposed Dari Processing construction project. Upgrades would allow for adequate electric capacity for this and other possible projects in the future. A large-scale upgrade would not be expected to be completed until 2028-2029.

Councilmember Stryson moved, seconded by Councilmember Singleton, to approve a system impact study agreement with the Nebraska Public Power District related to Project Move/Dari Processing as presented.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

Nay: None. Absent: None.

Motion carried.

7. AUTHORIZATION FOR MAYOR TO SIGN ALL DOCUMENTS RELATED TO THE CITY OF SEWARD'S CERTIFICATE OF COMPLIANCE AND 2025 MAINTENANCE AGREEMENT WITH THE NEBRASKA DEPARTMENT OF TRANSPORTATION

Councilmember Singleton moved, seconded by Councilmember Stryson, to authorize the Mayor to sign all documents related to the City's Certificate of Compliance and Maintenance Agreement with the Nebraska Department of Transportation for 2025.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

Nay: None. Absent: None.

Motion carried.

8. UPDATE ON THE WELLNESS CENTER

Wellness Center Director Brase provided the following updates: the locker rooms were nearing completion; the pool had passed the hydro test with mechanical room construction continuing; and the early-bird membership drive had been completed with 183 members. The project remains on schedule.

CITY ADMINISTRATOR'S REPORT

Councilmember Miller moved, seconded by Councilmember Kahler, that the City Administrator's report of January 7, 2025, be accepted.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.

Nay: None. Absent: None.

Motion carried.

STRATEGY SESSION

1. STRATEGY SESSION WITH CITY ATTORNEY REGARDING REAL ESTATE INTERESTS

January 7, 2025

Councilmember Kolterman moved, seconded by Councilmember Wergin, that the Council enter a closed session with the Mayor, City Administrator, City Attorney, Jonathan Jank, and the City Clerk for the protection of the public interest and to discuss real estate interests with the City Attorney for a period not to exceed 30 minutes.

Aye: Francescato, Kahler, Kolterman, Miller, Singleton, Stryson, Tonniges, Wergin.
Nay: None. Absent: None. Motion carried.

Mayor Eickmeier stated the Council has voted to go into closed session at 7:50 p.m. for the protection of the public interest and to discuss real estate interests with the City Attorney. Councilmember Kolterman left the strategy session at 7:58 p.m.

At 8:19 p.m., the closed session ended, and the following Councilmembers reconvened to regular session: Francescato, Kahler, Miller, Singleton, Stryson, Tonniges, Wergin. Mayor Eickmeier announced that no formal action was taken during the closed session.

MOTION TO ADJOURN

Councilmember Wergin moved, seconded by Councilmember Singleton, that the January 7, 2025, City Council Meeting be adjourned.

Aye: Francescato, Kahler, Miller, Singleton, Stryson, Tonniges, Wergin.
Nay: None. Absent: Kolterman. Motion carried.

Adjourned approximately 8:20 p.m.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Derek Bargmann, City Clerk

7. Mayor Appointments to Boards and Commissions:
 - A. Appoint Brock Maloy and Tyler Pulec to Seward Volunteer Fire Department Roster
 - B. Re-Appoint Patricia Bruenger, Julie Cox, Jo Ann Hoffman, and Edward Zak to the Aging Services Commission for a 4-Year Term

PUBLIC HEARINGS

1. Public Hearing - 7:00 PM - Consideration of an Ordinance to Vacate the Existing North-South Alley Lying Between 6th and 7th Streets from Bradford Street to Jackson Avenue
- Building/Zoning & Code Enf. Director Dworak

ORDINANCE NO. 2025-1

AN ORDINANCE PROVIDING FOR THE CLOSING AND VACATING OF ALL OF THE NORTH-SOUTH ALLEY LYING BETWEEN THE EAST LINE OF LOTS 4, 5, AND 6, AND THE WEST LINE OF LOTS 1, 2, 3, BLOCK 38, CLOYD'S ADDITION, CITY OF SEWARD, SEWARD COUNTY, NEBRASKA; THE SAME BEING A PARTIALLY ESTABLISHED AND PLATTED ALLEY WITHIN THE CITY, TO PROVIDE FOR AN EFFECTIVE DATE HEREOF AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

Section 1. Alley Vacated. The following alley or portion of alley, more particularly described as all of the north-south alley lying between the East line of Lot 4, 5, and 6, and the West line of 1, 2, 3, Block 38, Cloyd's Addition, City of Seward, Seward County, Nebraska, as originally platted (as denoted on the attached "Exhibit A"), is hereby vacated.

Section 2. Public Interest. It is deemed advantageous and in the public interest, safety, welfare, and convenience to vacate and close said alley or portions thereof, and that upon vacation and closing, said alley shall revert to the owner or owners of lots or lands abutting on the east line of said alley.

Section 3. Reservation of Easements. The City of Seward retains the right to maintain, operate, repair, and replace by itself or by any licensee or agent any poles, wires, pipes, conduits, sewer mains, water mains, or any other facility or equipment for the maintenance or operation of any utility now located in said alley or portions thereof vacated and closed by this Ordinance.

Section 4. Filing and Recording of Ordinance. A certified copy of this ordinance shall be recorded in the office of the Register of Deeds.

Section 5. Pamphlet form; publication; when operative. This Ordinance shall be published in pamphlet form and shall be in full force and effect from and after its passage, approval and publication as provided by law and City Ordinance.

Passed and approved this _____ day of _____, 2025.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

ATTEST:

Derek Bargmann, City Clerk

City of Seward Planning Commission
142 N 7th St, Seward, NE 68434

Staff Report

Tim Dworak, Building/Zoning &
Code Enforcement Director

402-643-2928 opt 3 opt 1

APPLICATION TYPE

Vacate Alley

FINAL ACTION?

DEVELOPER/OWNER

Bugeaters Properties LLC-Richard Gokie-Owner

PC HEARING DATE

January 13, 2025

RELATED APPLICATIONS

PROPERTY ADDRESS, ZONING DISTRICT/USE

PID 800078128, CBD, Commercial

ADJACENT ZONING DISTRICTS/USE:

North, CBD, Civic – Civic Center

East, CBD, Commercial – Bugeaters Properties LLC

South, CBD, Commercial – Bugeaters Properties LLC

West, CBD, Commercial – Richard & Cheryl Walsh

BRIEF SUMMARY OF REQUEST:

A request to vacate the North-South alley between 6th and 7th Streets from Bradford Street to Jackson Ave.



APPLICATION CONTACT

City of Seward, O 402-643-4000 opt 3, opt 1

142 N 7th St, Seward, NE 68434

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

Use type matches the comprehensive plan

ANALYSIS

This is vacation of a platted alley. The area is platted as an alley currently, and has been used by the general public as a driveway to access the Fast Mart property. There currently exists utilities in this space. The City of Seward will retain a permanent easement for the maintenance of existing utilities. Ownership of the alley space will remain with the City until transfer to Bugeaters Properties LLC once a purchase agreement is finalized.

Conversations with Bob Meirs, Street Superintendent, revealed that the City has never maintained this alley. In speaking with Richard Gokie (owner of Bugeaters Properties LLC) he stated that he wishes to pave the existing parking lot and would include the alley in the plans to repair the deficiencies. He also stated he would want to keep the alley space as a walk way due to the amount of foot traffic from the Civic Center during events held there. Leaving the walk space also provides emergency egress for the daycare to the east should they need it. He was notified of the vacation of the alley and of the city's intent convey title to Bugeaters Properties LLC.

Formal notification was given to Richard Gokie.

Attached you will find a copy of the original plat, a map outline of the alley to vacate and the petition to vacate this road.

The notice of this Public Hearing was published in the Seward County Independent, letters were mailed to owners within 300 feet.

Prepared by

Tim Dworak

City of Seward Building - Zoning - Code Enforcement Director



BRADFORD ST BRADFORD ST

21-11-3E

N 6TH ST

N 6TH ST

N 7TH ST

N 7TH ST

JACKSON AVE JACKSON AVE



2. Public Hearing - 7:00 PM - Consideration of an Ordinance Re-Zoning Property Identified as Lot 1, WCP Addition from 'AG - Agricultural District' to 'I2 - General Industrial District' - Building/Zoning & Code Enf. Director Dworak

ORDINANCE NO. 2025-2

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SEWARD, NEBRASKA; TO REZONE CERTAIN PROPERTY WITHIN THE EXTRA TERRITORIAL JURISDICTION OF THE CITY OF SEWARD, NEBRASKA NOW ZONED AG AGRICULTURAL DISTRICT, TO I2 GENERAL INDUSTRIAL DISTRICT; SPECIFICALLY, TRACTS OF LAND NORTH OF WALKER ROAD AND EAST OF 294TH RD; TO DESCRIBE THE PROPERTY REZONED; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. PROPERTY REZONED. The following described property located within Extra Territorial Jurisdiction of the City of Seward, Nebraska is hereby rezoned from "AG Agricultural District", to "I2 General Industrial District" to wit:

A TRACT OF LAND IN THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6th PRINCIPAL MERIDIAN, SEWARD COUNTY, NEBRASKA, DESCRIBED AS FOLLOWS;
BEGINNING AT THE NORTHEAST CORNER OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT"; THENCE SOUTH, ON THE EAST LINE OF SAID OUTLOT 'A', ON AN ASSUMED BEARING OF S 00°38'24" W, FOR A DISTANCE OF 1045.05' TO THE SOUTHEAST CORNER OF SAID OUTLOT 'A'; THENCE N 89°37'24" W, ON THE SOUTH LINE OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT", FOR A DISTANCE OF 200.00'; THENCE N 00°38'42" E FOR A DISTANCE OF 1059.09' TO THE NORTH LINE OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT"; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 200.43', WITH A RADIUS OF 10050.00', WITH A CHORD BEARING OF S 85°36'28" E, WITH A CHORD DISTANCE OF 200.43' TO THE POINT OF BEGINNING AND HAVING A CALCULATED AREA OF 4.83 ACRES MORE OR LESS. ALSO KNOWN AS LOT 1 WCP ADDITION.

Section 2. USES PERMITTED. Uses permitted by the ordinance of the City of Seward, Nebraska for "I2 General Industrial District" are hereby and herein authorized for said area and land described in Section 1 of this ordinance.

Section 3. ZONING MAP AMENDED. The official map of the City of Seward, Nebraska is amended, and it is ordered that the above described land shall now be shown as "I2 General Industrial District."

Section 4. PAMPHLET FORM; PUBLICATION; WHEN OPERATIVE. This ordinance shall be published in pamphlet form and shall be in full force and effect from and after its passage, approval, and publication or posting as provided by law and city ordinance.

Passed and approved this _____ day of _____, 2025.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

ATTEST:

Derek Bargmann, City Clerk



Request for Amendment to the Unified Land Development Ordinance

Date: 11/15/21 Application Fee: \$200 + Notification Fee: \$100 + Filing Fee: _____ = Amount Due: \$300

Applicant: Arthur Knox Address: _____

Phone: _____ Email: _____

I wish to Build Alter Buildings/ Structures Change the Use of Land or Structures Premise Address: 1225 Izaak Walton Rd

Legal Description: Pt NW 1/4 Section 29, Township 11, Range 3 East of the 6th P.M. AKA Lot 1, WCP Addition

The following change in the Unified Land Development ordinance is hereby requested:

Change in zoning of the subject property from its present classification: AG

To the following proposed zoning classification: I2

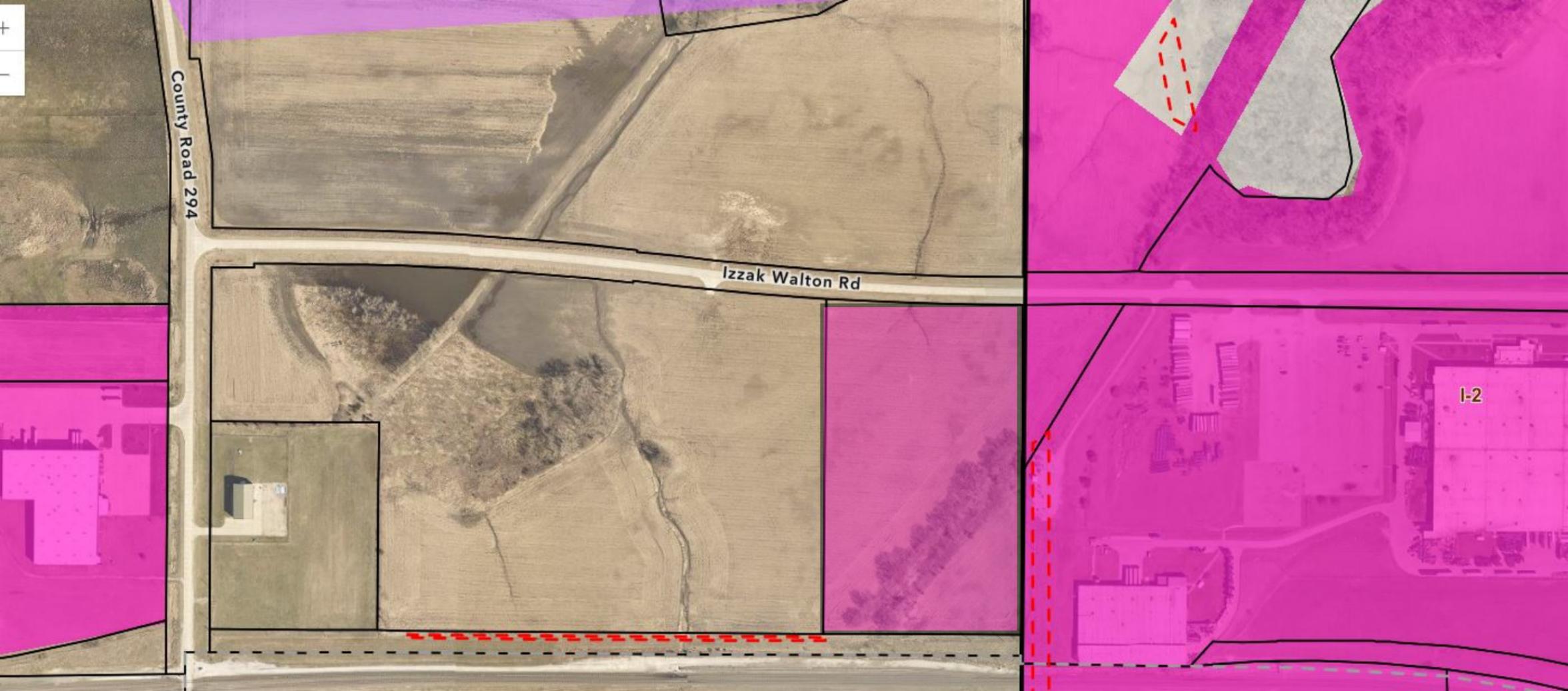
Amend the text or district regulations as follows: _____

To permit the following improvement or use: _____

The applicant shall furnish a plat of the area containing the property for which a zoning change is sought and including all the lots within 300 feet of the property lines of the subject property. The plat shall show existing and proposed zoning.

I certify that the above information and that required by section _____ of the _____ Unified Land Development Ordinance, as submitted herewith, is, to the best of my knowledge, true and accurate.

Applicate Signature: 



County Road 294

Izzak Walton Rd

1-2

APPLICATION TYPE

Rezone Application

FINAL ACTION?

DEVELOPER/OWNER

Arthur Knox

PC HEARING DATE

January 13, 2025

RELATED APPLICATIONS

Minor Subdivision application
and Voluntary Annexation

PROPERTY ADDRESS, ZONING DISTRICT/USE

PID 800231910, AG, Industrial

ADJACENT ZONING DISTRICTS/USE:

North, AG, Agriculture – Arthur Knox

East, I-2, Industrial – Seward Properties LLC (Summit Contracting)

South, AG, Single Family Residential – Rodney & Carman Koranda

West, I-2, Industrial – ABCFGS Holdings LLC

BRIEF SUMMARY OF REQUEST:

A Rezone application to change the current zoning from AG (Agriculture) to I-2 (Industrial) for the purpose of new business development.



APPLICATION CONTACT

Arthur Knox, C# [REDACTED]

[REDACTED]

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Comprehensive Plan is non-descript for this area. The adjacent Uses are industrial.

ANALYSIS

Applicant is requesting a rezone from AG Agricultural District to I-2 Industrial District. A minor subdivision plat is separating a parcel of land into an Industrial lot from agricultural land. The property is surrounded by a combination of industrial business and agricultural land. The parcel meets zoning requirements of Industrial I-2 zoning. The re-zone is in combination with a minor subdivision and a voluntary annexation request.

The current property is located outside the city limits of the City of Seward but is within the Extra Territorial Jurisdiction (ETJ) of the City of Seward. A voluntary annexation has been requested.

The notice of this Public Hearing was published in the Seward County Independent, letters were mailed to owners within 300 feet, and the subject land was posted.

APPROXIMATE LAND AREA:

4.83 acres or 210394.8 square feet +/-

LEGAL DESCRIPTION:

A TRACT OF LAND IN THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 11 NORTH, RANGE 3 EAST OF THE 6th PRINCIPAL MERIDIAN, SEWARD COUNTY, NEBRASKA, DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT"; THENCE SOUTH, ON THE EAST LINE OF SAID OUTLOT 'A', ON AN ASSUMED BEARING OF S 00°38'24" W, FOR A DISTANCE OF 1045.05' TO THE SOUTHEAST CORNER OF SAID OUTLOT 'A'; THENCE N 89°37'24" W, ON THE SOUTH LINE OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT", FOR A DISTANCE OF 200.00'; THENCE N 00°38'42" E FOR A DISTANCE OF 1059.09' TO THE NORTH LINE OF OUTLOT 'A' "KNOX ADDITION, CORRECTED PLAT"; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 200.43', WITH A RADIUS OF 10050.00', WITH A CHORD BEARING OF S 85°36'28" E, WITH A CHORD DISTANCE OF 200.43' TO THE POINT OF BEGINNING AND HAVING A CALCULATED AREA OF 4.83 ACRES MORE OR LESS. ALSO KNOWN AS LOT 1 WCP ADDITION.

Prepared by

Tim Dworak

City of Seward Building - Zoning - Code Enforcement Director

3. Public Hearing - 7:00 PM - Consideration of a Voluntary Annexation Request (**FIRST READING**) for Lot 1, WCP Addition - Building/Zoning & Code Enf. Director Dworak

Return to:
City of Seward
537 Main St
Seward, NE 68434

ORDINANCE NO. 2025-3

AN ORDINANCE DECLARING THE ANNEXATION OF CERTAIN CONTIGUOUS AND ADJACENT TRACTS OF LAND, URBAN AND SUBURBAN IN CHARACTER, MORE SPECIFICALLY LOT 1 WCP ADDITION TO THE CITY OF SEWARD, TO THE CORPORATE LIMITS OF THE CITY OF SEWARD, NEBRASKA, AND EXTENDING THE LIMITS THEREOF ACCORDINGLY; TO DESCRIBE THE REAL ESTATE TO BE ANNEXED AND ITS BOUNDARIES; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. TERRITORY ANNEXED; DESCRIPTION. The following described property, having been petitioned for annexation by all of the property owners of said property, is annexed to the corporate limits of the City of Seward, as follows:

Lot 1, WCP Addition, A subdivision of a portion of the Northwest Quarter, Section Twenty-Nine, Township Eleven North, Range Three East of the Sixth Principal Meridian, City of Seward, Seward County, Nebraska.

Section 2. CORPORATE LIMITS EXTENDED. The corporate limits are hereby extended to include the territory described in Section 1 of this Ordinance as part of the corporate limits of the City of Seward, Nebraska, as the same is designated, and hereby shall be part of and annexed to the City of Seward, Seward County, Nebraska.

Section 3. FILING AND RECORDING. A certified copy of this Ordinance declaring such annexation under the Seal of the City of Seward, Nebraska, shall be filed with the office of the County Clerk of Seward County, Nebraska.

Section 4. BENEFITS TO INHABITANTS. The inhabitants of the above described territory as set forth in Section 1 of this Ordinance, annexed to the corporate limits of the City of Seward Nebraska, shall receive substantially the benefits of all other inhabitants of the City and such inhabitants shall be subject to the Ordinances and Regulations of the City of Seward, Nebraska.

Section 5. PAMPHLET FORM; PUBLICATION; WHEN OPERATIVE. This ordinance shall be published in pamphlet form and shall be in full force and effect from and after its passage, approval, and publication as provided by law and city ordinance.

Passed and approved this _____ day of _____, 2025.

THE CITY OF SEWARD, NEBRASKA,

Joshua Eickmeier, Mayor

ATTEST:

Derek Bargmann, City Clerk

December 16, 2024

City of Seward
Attn: Sara Van Cura
142 N 7th Street
Seward NE 68434

City of Seward Planning Commission, City Council, and Mayor:

I, Arthur L. Knox, trustee of Arthur L. Knox Living Trust respectfully request annexation by the City of Seward of the following parcel:

- Lot 1, WCP Addition, Seward, Nebraska

Annexation to occur concurrently with the filing of the Final Plat for WCP Addition.

Respectfully requested,

Arthur L. Knox, Trustee
Arthur L. Knox, Trustee

City of Seward Planning Commission
142 N 7th St, Seward, NE 68434

Staff Report
Tim Dworak, Building/Zoning &
Code Enforcement Director
402-643-2928 opt 3 opt 1

<u>APPLICATION TYPE</u>	<u>FINAL ACTION?</u>	<u>DEVELOPER/OWNER</u>
Annexation Request		Arthur Knox

<u>PC HEARING DATE</u>	<u>RELATED APPLICATIONS</u>	<u>PROPERTY ADDRESS, ZONING DISTRICT/USE</u>
January 13, 2025	Minor Subdivision and Rezone	PID 800231910, AG, Industrial

ADJACENT ZONING DISTRICTS/USE:

- North, AG, Agriculture – Arthur Knox
- East, I-2, Industrial – Seward Property LLC (Summit Contracting)
- South, AG, Single Family Residential – Rodney & Carman Koranda
- West, I-2, Industrial – ABCFGS Holdings LLC

BRIEF SUMMARY OF REQUEST:

A voluntary Annexation request of Knox Addition Lot 1 by Arthur Knox.



APPLICATION CONTACT

Arthur Knox, C# [REDACTED]

[REDACTED]

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Comprehensive Plan is non-descript for this area. The adjacent Uses are industrial.

ANALYSIS

A voluntary Annex letter from Arthur Knox to be read at City Council for the Annexation of lot 1.

APPROXIMATE LAND AREA:

4.83 acres or 210394.8 square feet +/-

LEGAL DESCRIPTION:

LOT 1, WCP ADDITION, SEWARD, NE

Prepared by

Tim Dworak

City of Seward Building - Zoning - Code Enforcement Director

ADMINISTRATIVE ITEMS

1. Consideration of a Resolution to Amend Golf Fees Effective for 2025 Season - Public Properties Director Core

RESOLUTION NO. 2025-2

WHEREAS, the City Council of the City of Seward, Nebraska may by resolution fix the amount of Park, Recreation, Golf Course, Camping, and Cemetery fees, and

WHEREAS, it is deemed advisable to establish Park, Recreation, Golf Course, Camping, and Cemetery fees;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA THAT:

The amount of Golf Course fees shall henceforth be and are hereby fixed as follows to be in full force and effect on and after date of passage:

1. **Seward Community Golf Course:**

Daily Fees	
9 Holes (including tax)	\$22.00
Golf Cart Rental Per Player (including tax)	\$11.00
18 Holes (including tax)	\$29.00
Golf Cart Rental Per Player (including tax)	\$17.00
Trail (Cart Stored Off-Site)	\$10.00
Driving Range Bucket of Golf Balls (including tax)	
Small Bucket	\$4.50
Medium Bucket	\$6.50
Large Bucket	\$8.50
Annual Fees	
Single	\$660.00
Golf Cart Lease	\$330.00
Driving Range Pass	\$100.00
Family	\$855.00
Golf Cart Lease	\$440.00
Driving Range Pass	\$150.00
Age 19-25	\$300.00
Grade/High School	\$165.00
Trail (Cart Stored Off-site)	\$200.00
Golf Cart Storage (with Trail Fee)	
Gas Cart (does not include gas)	\$375.00
Electric Cart	\$400.00
Locker Rent	\$35.00

Resolution 2024-2 and all previous resolutions in conflict with this resolution are hereby revoked. The fees will be added to the established Master Fees Schedule.

The Mayor declared the resolution adopted.

Dated: January 21, 2025

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

ATTEST:

Derek Bargmann, City Clerk

(SEAL)

Rates Comparison 2024

	SCGC	York	David City	Steeple View	Friend	Lincoln City	Thornridge	College Heights
	9 Holes	18 Holes	9 Holes	9 Holes	9 Holes	18 Holes	9 Holes	9 Holes
Single Pass	\$630.00	\$2220.00		\$675.00	\$735.00	\$1530.00	\$600.00	\$800.00
Family Pass	\$813.75	\$2340.00		\$825.00	\$950.00	\$2315.00	\$700.00	\$975.00
College Pass	\$288.75	\$250.00		\$225.00	\$125.00	\$140/month	\$300.00	\$600.00
Grade/HS Pass	\$157.50	\$125.00		\$175.00	\$25.00	\$245.00	\$160.00	\$200.00
Single Cart	\$315.00	\$591.25		\$350.00		\$800.00		\$450.00
Family Cart	\$420.00	\$806.25		\$425.00	\$500.00			\$450.00
Family Range	\$225.00	\$275.00						
Single Range	\$150.00	\$200.00						
Junior Range	\$100.00							
9 Holes Green Fee	\$21.00	\$22.00	\$18.00	\$19.00	\$22.00	\$26.00	\$25.00	\$30.00
18 Holes Green Fee	\$28.00	\$42.00	\$27.00	\$26.00	\$32.00	\$37.75	\$33.00	\$35.00
9 Hole Cart Fee	\$10.00	\$10.00	\$12.00	\$10.00	\$14.00	\$9.75	\$10.00	\$20.00
18 Hole Cart Fee	\$15.00	\$18.00	\$18.00	\$12.00	\$22.00	\$17.50	\$15.00	\$30.00

Observations:

- Average 9 Hole Green Fee: \$22.88
 - Us: \$21.00
- Average 18 Hole Green Fee: \$32.59
 - Us: \$28.00
- Average 9 Hole Cart Fee: \$11.97
 - Us: \$10.00
- Average 18 Hole Cart Fee: \$18.44
 - Us: 15.00
- Average Single Pass (9 Hole Courses): \$688.00
 - Us: \$630.00
- Average Family Pass (9 Hole Courses): \$852.72
 - Us: \$813.75
- Average Single Cart Pass (9 Hole Courses): \$371.67
 - Us: \$315.00
- Average Family Cart Pass (9 Hole Courses): \$449.00
 - Us: \$420.00

Suggestions:

- We did not change season pass rates last year so I would suggest the following for this coming season:
 - Roughly 5% increase on all season pass rates:
 - Single Pass: \$660.00
 - Family Pass: \$855.00
 - College Pass: \$300.00
 - Grade/HS Pass: \$165.00
 - Single Cart Lease: \$330.00
 - Family Cart Lease: \$440.00
- We are still below average in daily fees so I would suggest the following:
 - Add \$1.00 to both 9 Hole and 18 Hole Green Fees
 - Add \$1.00 to 9 Hole Cart Fee
 - Add \$2.00 to 18 Hole Cart Fee

2. Consideration and Approval of Bid Documents for the Furnishing of an Industrial Substation Transformer and Authorization for the City to Seek Bids - Electric Line Crew Chief Hochstein

BID SPECIFICATION FOR
Industrial Substation Transformer #2
PROCUREMENT BID DOCUMENTS



Olsson
Lincoln, NE

Prepared by: Peter A. Bergamini P.E.

INVITATION TO BID

Project Buyer: City of Seward

Project Name: Industrial Substation Transformer #2

Project Location: 2837 Walker Road, Seward, NE 68434

Subject: Notice to Bidders - Invitation to Bid for one (1) 10/12/14MVA 34,500 - 12,470/7,200V Power Transformer

Dear Bidders,

COS of Seward invites qualified and experienced bidders to submit their proposals for the supply and delivery of one (1) 10/12/14 MVA 34,500 - 12,470/7,200V Power Transformer, including associated accessories and services. Delivery MUST include all freight and/or roadway taxes/tariffs and fees. Delivered and offloaded on the transformer pad located at the address indicated above.

Bid Submission Deadline: 03/28/2025 Bid Submission Time: 3 pm CST

Required delivery date is January 29, 2027. Required in-service date is February 12, 2027.

We look forward to receiving your proposals and working together to achieve a successful outcome for this project. Should you have any questions or require further information, please contact Jeremy Calloway at jcalloway@olsson.com, (479) 213-0725.

Sincerely,

Greg Butcher
City Administrator
City of Seward

Furnishing and Delivery of one (1) 10/12/14MVA 34,500 - 12,470/7,200V (34.5–12.47/7.2kV) Power Transformer

**The City of Seward
Seward, Nebraska 68434**

The undersigned agrees to perform the work as specified for the prices as stated:

BIDDER NAME: _____
BIDDER ADDRESS: _____
BIDDER PHONE: _____
BIDDER E-MAIL: _____
BIDDER CONTACT: _____

BASE BID LUMP SUM BID PRICE:

_____ Dollars (_____)
(words) (figures)

Seward, Nebraska Sales Taxes (7.5% of Base Bid Amount) ADD \$ _____

Vendor discount for early payment: DEDUCT \$ _____

TOTAL BID AMOUNT: \$ _____

NAME (TYPED OR PRINTED): _____

TITLE: _____

BY: _____

(Authorized Individual's Signature)

DEFINITIONS

Whenever the following terms or pronoun in place of them are used in these “Instructions to Bidders”, “Form of Proposal”, “Technical Specifications”, “Contract”, etc.... the intent and meaning shall be interpreted as follows:

Owner/Buyer	City of Seward
City Administrator	Greg Butcher
Approved Representative	An authorized representative of Owner assigned to make any or all necessary observations of work performed and equipment and/or apparatus furnished by the Bidder.
Engineer	Olsson
Bidder/Manufacturer	Any individual, firm, or corporation submitting a Proposal for the work contemplated, acting directly or through a duly authorized representative; or party of the second part of the Contract, acting directly or through a duly authorized representative.
Subcontractor	Any individual, firm, or corporation who contracts with the Bidder to perform part of the latter’s Contract.
Surety	The body, corporate or individual, approved by the Owner, which is bound with and for the Bidder who is primarily liable, and which engages to be responsible for their acceptable performance of the work for which they contracted.
Proposal	The approved, prepared form on which the Bidder is to submit or has submitted his Proposal for the work contemplated.
Plans/Drawings	All Drawings or reproductions of Drawings pertaining to the construction under the Contract.
Technical Specifications	The directions, provisions, and requirements contained herein pertaining to the method and manner of performing the work or to the quantities and qualities of materials to be furnished under the Contract.
Contract	The agreement covering the furnishing of equipment and/or apparatus and the performance of the work. The Contract shall include the “Instructions to Bidders”, “General Conditions”, “Form of Proposal”, “Plans”, “Technical Specifications”, and “Acknowledgements”.
Work	The performance of the project covered by the Specification or the furnishing of labor, machinery, equipment, tools, or any other article or item being purchased by the Owner.
Emergency	A temporary unforeseen occurrence or combination of circumstances which endangers life and property and calls for immediate action or remediation.
Work at Site	Work to be performed, including work normally done on the location of the project.
Bid Documents	Include all sections of the Request for Bids, Form of Proposal, Technical Specifications and Appendices.

The subheadings in these Specifications are intended for convenience or reference only and shall not be considered as having any bearing on the interpretations thereof.

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1. INSTRUCTION TO BIDDERS

- 1.1. Eligibility: Interested bidders must fulfill the eligibility criteria outlined in the bid documents. Bidders should provide necessary documentation demonstrating their experience, technical capability, financial stability, and compliance with applicable laws and regulations.
- 1.2. Bid Submission: Bid Form shall be directed to **Greg Butcher**, securely sealed and endorsed upon the outside wrapper, "BID FOR FURNISHING AND DELIVERING City of Seward Substation Transformer" at 2837 Walker Road, Seward, NE 68434. Bids dropped off at COS Office will be considered if they are in the possession of Greg Butcher at the close of the bidding period. Technical submittal data may be submitted electronically any time prior to the close of bids.
 - 1.3.1 Bid Security: To be considered, Bids shall be submitted with a Bid Security conforming with the latest edition of the State of Nebraska Public Bidding rules in the amount of five percent (5%) of the base bid amount. Bid should be submitted on the Bid Proposal Form provided. The form may be reconstituted if the contents are duplicated. Failure to submit the required bid security, complete or submit the Bid proposal form, or provide the required technical submittals may result in rejection of proposal.
- 1.3. Evaluation Criteria: Bids will be evaluated based on factors such as compliance with specifications, price, delivery schedule, past performance, and technical capabilities.
- 1.4. Contract Award: The contract will be awarded to the bidder whose proposal is deemed most advantageous to COS or authorized representatives, taking into consideration the evaluation criteria mentioned above.
 - 1.5.1 Payment: Payment will be made to the Vendor in an amount of ninety-five percent (95%) of the Proposal value, upon delivery, assembly, and testing of the Transformer at the Owner's site. The balance of the amount due the successful bidder will be made within 30 days following the successful energization of the Transformer by the Owner, subject to the conditions and in accordance with the provisions of Chapters ~~384 and 573~~ 45 and 81 of the Code of Nebraska, no later than 180 days following delivery to site. If Vendor requires staged progress payments, please include a detailed payment milestone schedule in the bid submittal for consideration.
 - 1.5.2 Tax: All bids shall indicate the total Seward, Nebraska sales tax (7.5% of base bid amount) as a separate line item determined from the base bid amount.
 - 1.5.3 Amount: Prices shall remain valid for a period of ninety (90) days after **3/28/2025**.
- 1.5. Disqualification: The Owner reserves the right to reject any and all Bids, at their sole discretion, and to waive irregularities and informalities therein and to award the purchase in the best interests of the Utility.
- 1.6. Clarifications and Inquiries: Exceptions to the specifications are not recommended. Written questions regarding the specifications may be directed to Mr. Peter Bergamini, pbergamini@olsson.com by e-mail at the address provided in the contact information. Please do not contact Greg Butcher or any Owner representatives with questions regarding the specifications.
- 1.7. Free on Board (F.O.B.): Delivery MUST include all freight and/or roadway taxes/tariffs and fees. Delivered to the transformer pad located at the address indicated above.

2. BIDDERS' PREQUALIFICATIONS

- 2.1. The bidder must show proof of having manufactured at least six (6 ea.) similar units in design, voltage class and MVA rating in the last ten years that were successfully installed and are currently in serviceable condition.
- 2.2. The bidder must have a minimum of fifteen (15) years of experience in manufacturing Power Transformers.
- 2.3. The Buyer reserves the right to reject any or all bids and to waive irregularities therein, and all Bidders must agree that such rejection shall be without liability on the part of the Buyer for any damage or claim brought by any Bidder because of such rejections, nor shall the bidders seek any recourse of any kind against the Buyer or Engineer because of such rejections. The filing of any bid in response to this invitation shall constitute an agreement of the Bidder to these conditions.

3. GENERAL

SCOPE

This specification identifies the requirements for the design, fabrication, testing, furnishing, documentation, shipment F.O.B. pad, assembly, and field testing of one (1) transformer 34.5-12.47kV grounded-wye. The transformer shall be 10/12/14MVA rated, 65°C temperature rise, 80°C hot spot rise, 60Hz, Class I power transformer and shall have an On-Load Tap Changer (OLTC) on the Low Voltage (LV) winding and De-Energized Tap Changer (DETC) on the High Voltage (HV) Side. The Power Transformer shall be suitable for operation with the neutral either solidly grounded or grounded through impedance. The Power Transformer shall be installed at Industrial Substation.

The manufacturer shall comply with all details of the transformer, auxiliary equipment and guarantees required in this specification. The transformer shall be designed for a minimum 40-year lifespan. No part of the transformer shall overhang the edge of the containment pit. Any exceptions to this specification must be clearly stated in the bid proposal.

SYSTEM DESCRIPTION

The transformer will be installed outdoors on new foundations (by others) in the Industrial Substation. The transformer will be connected to the 34.5kV and 12.47kV sides via circuit breaker and isolation switch. Transformers MAY be operated in parallel to a single load. See [Appendix A](#) for preliminary one-line diagram.

STANDARDS

- The proposed transformer and all equipment/materials shall be designed, constructed, and tested in conformance with the requirements of the latest revisions and supplements of all applicable standards listed in Section 3 (REFERENCES).
- Bidder specific standards shall be submitted to COS for approval during the bidding process.

REFERENCES

The following Documents/Drawings are part of the specification:

- Industry Codes and Standards

The transformer shall be manufactured and tested in accordance with the latest revision of applicable standards of the following organizations:

STANDARDS AND CODES	
American Society for Testing and Materials	(ASTM)
American Society for Non-Destructive Testing American Society of Mechanical Engineers	(ASNT)
Society of Mechanical Engineers	(ASME)
American Society of Civil Engineers	(ASCE)
American National Standards Institute	(ANSI)
American Iron and Steel Institute	(AISI)
American Welding Society	(AWS)
SSPC: Society for Protective Coatings	(SSPC)
Occupational Safety and Health Administration	(OSHA)
National Electrical Manufacturers Association	(NEMA)
National Electrical Safety Code	(NESC)
Institute of Electrical and Electronic Engineers	(IEEE)
Factory Mutual	(FM)
National Fire Protection Association	(NFPA)
National Electrical Code	(NFPA 70)
Underwriters Laboratory	(UL)
International Electro-Technical Commission	(IEC)
Transformer Oil Procurement Specification	(TOPS)

Table 1: List of Codes & Specifications

Where there is a conflict between the standards and this specification, the standards shall take precedence. Any deviation of design or testing from the above standards and COS specification by the Bidder shall be submitted to COS for prior approval before any work starts.

SUBMITTALS

PROPOSAL SUBMITTALS

- The Bidder shall provide submittals per this section of this document.

CONTRACT SUBMITTALS

- The Bidder shall provide the information listed below per the requirements of this specification.
 - Equipment arrangement and outline showing weights, centers of gravity of transformer (empty and oil filled), (shipping splits and fully assembled), volume of oil, physical dimensions, plan and elevation views and un-tanking height.
 - Nameplate and/or equipment ratings.
 - Installation/mounting information including rail details.
 - Items to be removed for shipment.
 - Connection diagrams.
 - Schematic diagrams showing interconnection of devices on Manufacturer's equipment and schematic diagram of cooling circuit.
 - Performance data at 50%, 75%, 100%, and no-load excitation current and losses.
 - Current transformer data and excitation curves.
 - Bushing details.
 - Shipping dimensions and weights.
 - Torque and bolt tightening sequence.
 - Valve drawings.
 - Gasket and O-ring drawings showing dimensions and material used.
 - Conduit layout with cable identification color coordinated for AC, DC, Control and CTs.
 - All schematics and three-line drawings shall use IEEE/NEMA symbols.
 - Guaranteed Impedance [%] at Base MVA rating
 - Zero Sequence Impedance
 - Drawing (physical, wiring, HV, LV and TV connections drawings). Drawing package shall include six (6) full size copies (24" x 36") of "as built", operation and maintenance manuals and shall be submitted in both paper and electronic (ACAD and PDF) formats.
- Three (3) ea. Installation, Maintenance, energization procedure of the transformer during cold weather and Storage Instruction Books for all devices provided by Bidder. In addition to the three hard copies, an electronic version shall be provided.

Instruction Books / Manuals / Lists shall include, as a minimum, the following:

 - Final reduced sized outline drawings and assembly drawings with a description of equipment arrangement and accessories.
 - Itemized list of each component of the transformer, including the item numbers, quantities of component provided, description of each component, manufacturer, and catalog number for each component.
 - Equipment identification and rating.
 - Electrical reduced sized elementary wiring and connection diagrams as required.
 - Performance curves as required.
 - Description of equipment components, including instrumentation and accessories.
 - Installation instruction and assembly procedures.
 - List of codes and standards used and effective dates.
 - ASME code data form(s) and Manufacturer's specification sheets (as applicable).
 - Description of operation, performance curves, safety provisions, start-up, and shutdown procedures, etc. (as applicable).
 - Maintenance recommendations and procedures.
 - Torque values for flange bolts and thread plugs.
 - Gasket specification including manufacturer address and serial number.
 - Any information pertinent to the specific equipment provided (e.g., list of lubricants, parts list, bills of materials, etc.).
 - Certified Transformer Factory Test Reports and Field Test Reports.
 - Design magnetizing curves.

- Transformer inrush current curve
 - Inspection Photographs - The manufacturer shall provide photographs of the following:
 - 1) The core and coils before they are assembled. The photographs shall clearly show all pertinent information such as general construction and any taps.
 - 2) The assembled core and coils before installation in the transformer tank, taken from each side, each end, top, and bottom.
 - 3) The assembled transformer after the dielectric tests have been successfully completed. A minimum of five photographs shall be taken from all four sides and from above to identify and locate all equipment on the transformer.
 - 4) Prints of the photographs shall be supplied for each instruction book furnished. A digital copy of each photograph is to be furnished at time of shipment. Resolution on each digital photograph is to be a minimum of 5.0 megapixels.
 - Recommended spare parts list.
- Coating Product Data Sheets (PDS), Safety Data Sheets (SDS), and Application Procedures for COS authorized representative approval.
 - Coating color samples for COS authorized representative approval.
 - Safety data sheets (SDS) for all materials used in the construction of the equipment deemed hazardous by OSHA. SDS shall be submitted for transformer oil even though it is not hazardous.
 - The Bidder shall supply all drawings and data electronically (in CAD and PDF formats) including but not limited to outlines, foundation plan, connection diagrams, nameplate etc. If available the Bidder shall provide a dimensionally accurate, 3D models of the complete transformer, capable of being opened within such software packages as Autodesk Inventor / Navisworks.
 - Equipment fabrication shall not proceed unless the Bidder has received "Status-1 Accepted" or "Status-2 Accepted as Noted, Re-Submittal Not Required" drawings from COS.
 - When COS returns Bidder's documentation indicating non-conformance to the specifications indicated in the Purchase Order, Bidder shall revise such drawings to incorporate COS's comments at Bidder's expense. Revised drawings shall be provided two weeks after receipt of COS's comments.
 - Overall schedule of equipment and completion shall not be changed unless agreed to by COS, in writing.
 - In any event, Bidder shall remain responsible for the engineering, design, manufacture, testing, and documentation of the equipment.
 - All final calculations and drawings for seismic and civil/structural work shall be signed and sealed by an Nebraska PE and submitted by Bidder for COS's review and acceptance.
 - Bidder drawings and documents shall indicate Serial No and COS asset number on documents (Asset No. provided by COS).

BIDDER DRAWINGS AND DOCUMENT SUBMITTALS

- Drawings shall be submitted FOR REVIEW and/or as FINAL CERTIFIED DRAWINGS. PRELIMINARY drawings will not be accepted. FOR INFORMATION drawings shall be treated as FINAL CERTIFIED DRAWINGS. The Bidder shall be responsible for increased costs associated with changes in FINAL CERTIFIED DRAWINGS.
- The Bidder Document Submittal Form attached to or integrated in the Equipment Specification identifies the document categories / types, submittal due dates, number of copies required, and the recipients that they are to be sent to.
- Drawing Return Comment Status Codes:

"Accepted" – Drawings were reviewed and accepted by COS. Bidder can proceed with fabrication. Drawings are considered "Final Certified".

"Accepted as Noted, Re-submittal Not Required" - Drawings were reviewed and accepted by COS. The Bidder may proceed with the work considering the corrections and comments noted on the drawing by the COS authorized representative. The drawings shall be resubmitted for record and reference after the necessary revisions are made.

“Accepted as Noted, Re-submittal Required” – Drawings were reviewed and accepted by COS. The Bidder shall **NOT** proceed with work but, within fifteen (15) calendar days, shall make the corrections and revisions or prepare a new drawing or calculation and resubmit the revised information for review at no change in schedule or cost to the COS authorized representative.

“Not Accepted” - Drawings were reviewed and rejected by COS. The Bidder shall not proceed with the work but, within fifteen (15) calendar days shall resubmit the required information to the COS authorized representative for review at no change in schedule or cost to the COS authorized representative.

- A master Bill of Material, with complete identifying information for instrument, control devices and appurtenances in the scope of supply, shall be provided as part of the following drawing submittals:
 - **FOR REVIEW:** Drawings that will undergo review for conformance to general design and the information required are defined in the Equipment Specification. The Bidder Document Submittal Form attached to the Equipment Specification presents the scheduled submittal dates. Bidder shall allow at least fifteen (15) working days from the date COS receives submitted drawings for return of reviewed drawings.
 - **FINAL CERTIFIED DRAWINGS:** The FINAL CERTIFIED DRAWINGS represent the equipment as it shall be provided and shall be used by COS personnel for inspection. These must be the latest drawings from which the equipment is manufactured. This includes revisions due to COS’s review and any drawings required to install, maintain, and operate the equipment. COS retains the right to execute the “For Review” process for all documents received from the Bidder.

Following review of drawings and incorporation of all comments, Bidder shall submit final certified drawings in accordance with the Bidder Document Submittal Form attached to and/or integrated with the requisite Equipment Specification.

In addition to the above, COS requires electronic files of Bidder’s as-built drawings submitted for COS’s record. These shall be submitted, in addition to the files submitted in file formats specified.

- The Bidder shall furnish the final certified drawings accurately showing the equipment information for the equipment “as shipped”.
 - The Bidder shall supply the electronic (CAD and PDF) version of the equipment drawings.
 - These drawings shall be transmitted as “Certified Correct”.
 - Bidder shall provide final drawings showing the information listed in Paragraph 3.8.3 above.
 - Bidder shall provide the certified FAT report approved by COS before shipping the transformer.
 - These drawings shall be transmitted within two (2) weeks after equipment shipment.
- **Civil Submittals**
 - The equipment fabricator shall provide Nebraska PE signed and sealed calculations and certification letter attesting to compliance with the 2015 International Code and requirements of Section 5 (CIVIL REQUIREMENTS).
 - The equipment fabricator shall provide shop drawings indicating dimension and center of gravity of the equipment.
 - The equipment fabricator shall provide installation schematics and details including but not limited to outlines, base details, anchor bolt details, mounting details, including front and plan views, dimensions, weight, and load reactions for review.

4. EQUIPMENT AND SERVICES PROVIDED BY BIDDER (MANUFACTURER)

EQUIPMENT

Manufacturer shall provide equipment per listed ratings below.

MEGAVOLT-AMPERE (MVA) RATINGS

1. Oil Natural Air Natural (ONAN) rating: 14MVA at 65°C
2. Oil Natural Air Forced (ONAF) rating: 10MVA at 65°C

VOLTAGE RATINGS

34,500 Volt (V) (34.5 [kilovolt] kV) Delta – 12,470/7,200 Volt (V) (12.47/7.2kV) Grounded Wye

FREQUENCY

60 Hertz (Hz)

PHASE CONNECTION AND RELATIONSHIP

1. The high voltage winding shall be 34.5kV Delta with a full capacity de-energized tap changer (DETC) of plus or minus 5 percent with two taps above and two taps below nominal voltage.
2. The low voltage winding shall be 12.47kV Grounded Wye with a reduced capacity below neutral on-load tap changer (OLTC) of plus or minus 10 percent with 16 equal steps above nominal and 16 below.
3. No tertiary winding is required.
4. All components and windings shall be rated for a continuous 10 percent overvoltage.
5. The angular relationship between the 34.5kV and 12.47kV windings shall be leading by 30 degrees.

PERCENT IMPEDANCE VOLTAGE

1. The impedance of the 34.5kV Delta to the 12.47kV grounded Wye winding at the transformer’s “ONAN” at 65°C rise shall be within the tolerances listed below guaranteed on a 14MVA base at nominal tap.
2. The bidder shall conform to ANSI/IEEE C57.12.10 Section 6 tolerance.
 - a. This transformer shall be capable of parallel operation with existing transformer with impedance of 7.48 percent.
 - i. Shall not be more than 7.85 percent.
 - ii. Shall not be less than 7.11 percent.

TEMPERATURE RISE

1. The transformer shall be designed for a temperature rise of 65°C by resistance, 80°C hotspot.
2. The manufacturer shall provide data of the calculated hot spot temperature at the final design. The manufacturer shall use an analytical method to calculate the hot spot temperature. The use of a standard factor is not acceptable. During the temperature test the top oil sensor (thermocouple) shall be in direct contact with the top oil in the main tank. Sensors installed in a thermowell or attached to the external surface of the tank wall are not acceptable. The determination of the hot spot temperature shall use local oil temperature and not bulk oil temperature.

SOUND LEVEL

The sound level shall be per the current version of NEMA TR-1 on a calculated basis. Calculated results shall be submitted to COS for all cooling stages.

INSULATION CLASS

1. The transformer shall be designed as a Class I power transformer.
 - i. Refer to IEEE C57.12 and/or NEMA SG-6 Table 32-1
2. The transformer shall be designed with insulation levels as given for windings and bushings.

<u>Description</u>	<u>Basic Impulse Insulation Level (BIL)</u>
<u>Windings</u>	
34.5kV	200kV
12.47kV (Neutral end)	75kV
12.47	110kV

SERVICES

GENERAL

- This shall be a contract where the Bidder will be responsible for the complete design, manufacturing, shipment, installation, and testing of the transformer. Design, fabricate, transport F.O.B. pad, install, test and commission one (1) Power Transformer. The transformer will be installed on a new foundation pad provided by others. The physical dimensions, weight and control cabinet location for the transformer shall be clearly marked on preliminary documents to allow for design and fabrication of transformer foundation. The bidder shall be able to provide preliminary design layout and center of gravity calculations within 30 days of bid award. The Bidder shall be responsible for any modifications required to achieve this if the provided design documentation differs from final product.
- English shall be used in all correspondence, drawings, reports, calculations, quality records and submittals for COS review and approval. All units of measurement used shall be Imperial. All device functions for electrical apparatus shall conform to ANSI C37.2.
- The HV and LV bushings of the new transformer shall meet IEEE/NESC clearance and insulation requirements.
- All items and services shall conform to COS's CIP policies.
- All submittals shall be per Section 3 (SUBMITTALS) of the specification.
- Factory Acceptance Testing (FAT) and Tanking of Active Parts may be witnessed by COS's representatives and consider the inspection as a hold point.
- The control and monitoring wiring drawings shall use point-to-point wiring concept, with each wire uniquely identified by a distinguishing wire number or identifier.

SHIPPING AND STORAGE

- If the transformer is manufactured outside of North America, then an external inspection of the transformer shall be performed by a qualified Bidder representative at the port of entry into North America in presence of COS representative, unless waived in writing by COS.

The representative shall:

- Analyze the impact recorder data.
 - Perform core-ground testing.
 - Verify positive pressure inside main tank.
 - Visually inspect for damage or suspected damage.
 - Submit a report on findings, recorded test results, and photos.
- If damage, or suspected damage (e.g., impact data exceeds g-force limits) is found during the inspection, then the representative shall contact the Bidder prior to departing the port to:
 - Determine if an internal inspection is necessary.
 - Determine if a SFRA or any appropriate additional testing is necessary (e.g., TTR, Megger and Doble).
 - All test results and Bidder evaluations shall be submitted to COS for acceptance, prior to unloading the transformer at the site. The Bidder or their representative shall be responsible for supplying any calibrated test equipment, tools, ladders etc. that may be required to perform the required inspection and testing.
 - Unload transformer at the site and place on provided pads, completely assemble, fill with oil, test, and verify all critical measurements at this location per Section 13 (BIDDING DOCUMENTS) of this specification.
 - Provide optional pricing for a potential two stage effort of unloading the transformer on to temporary pads and then to the final pad positions.
 - The shipping center of gravity shall be permanently and plainly marked ("Shipping Center of Gravity") on four sides of the tank to aid riggers and railroad inspectors in handling and shall be dimensioned on the outline drawing. The completely assembled and oil filled transformer center of gravity shall be permanently and plainly marked ("Assembled Center of Gravity") on four sides of the tank and shall be dimensioned on the outline drawing.

FIELD

- Completely assemble the transformer, including all bushings, radiators, control cabinet, AC power cabinet and metering current transformer on the transformer foundations
- If the control cabinet and AC power cabinets are not readily accessible from ground level, Bidder shall provide for platform with steps, handrails, guardrails as required for ready and safe access. Platform materials shall be hot

dipped galvanized steel with non-slip grating steps and platform surfaces, full width of the cabinet +12" and approximately 4'-0" deep. The level gauges and temperature gauges shall be readable at ground level.

- Perform field tests on the transformer and all bushings in the presence of COS's representative. All test equipment shall be provided by the Bidder. Site inspection and testing plan (SITP) shall be provided for COS approval. The field tests shall be performed as described in Section 10 of this specification.
- Perform transformer vacuum oil processing and fill per standard practices. The Bidder shall be responsible for providing all equipment for oil processing.
- Provide the transformer oil with negative gas tendency (Before shipping the oil to site the oil for the transformer must be approved by COS). The Bidder shall take production sample of insulating oil and send to Doble for Transformer Oil Purchase Specification (TOPS) analysis. Submit all test results and reports to COS Representative for acceptance. Bidder is responsible for all costs for sampling, testing, reporting, and retesting as necessary. Oil shall be non-PCB (Polychlorinated Biphenyl).
- Lifting procedures indicating center of gravities and lifting points, etc. are required for the transformer for partial or final assembly.
- The center lines of tank shall be permanently marked near the base on all four sides of the tank and shown on the outline drawing.
- Train Owner's maintenance personnel on procedures and schedules for energizing and de-energizing, troubleshooting, servicing, and maintaining equipment and schedules. Two days of on-site training should be included in the bid.

TERMINAL POINTS

- The physical terminal points of the Manufacturer's equipment scope of supply are as follows:
 - HV and LV bushings to existing bus conductors
 - Neutral grounding bushings connected to ground bus.
 - Four (4) NEMA Four-Hole Grounding Pads on the transformer tank
 - Control and monitor (alarm) wiring terminal blocks
 - CT wiring terminal blocks
 - Auxiliary wiring terminal blocks

QUALITY ASSURANCE

- The manufacturer shall, upon request, provide COS with all the design data.
 - COS may have a consulting engineer to review the design data provided by the manufacturer.
- Manufacturer shall make a design engineer available for questions on design.
 - COS may ask the manufacturer to have the design engineer(s) available to discuss the design with COS and/or approved representatives.
 - These meetings may be held via phone or in-person.
- Under no circumstances shall the manufacturer have any authority to change the design agreed upon without consulting with COS's Project Engineer.

SHIPPING, STORAGE, HANDLING

- The Bidder shall provide transportation means, route to site, off load and installation handling specifications to COS for review.
- The Power Transformer shall be shipped F.O.B. to the substation transformer pad, in Seward, Nebraska. The manufacturer shall assume responsibility for safe arrival and handle all claims if damaged in shipment.
- The Power Transformer shall be shipped from the manufacturer's facility filled with dry air having a -50°F dew point or better.
 - A record of the exact dew point shall be included in the instruction book shipped with the unit.
 - All valves, shipping covers, etc. shall be sealed and effectively crated to prevent tampering or removal while in transit.
 - A valve/gauge arrangement to put in the one (1) inch filling valve located on the side of the tank shall be provided for allowing gas pressure measurement and dew point reading without the release of the gas.

- Core ground lead and connector shall be in place for shipment to allow an insulation resistance test (Megger) of the unit core ground, without opening the tank, to be performed at arrival at site. A rigid housing shall be installed to protect the core ground lead and connector during shipping.
- All conduits and auxiliary equipment mounting positions shall be sealed and/or covered to prevent water damage during shipment and storage.
- **BIDDER SHALL INFORM CITY OR APPROVED REPRESENTATIVE AT LEAST 7 BUSINESS DAYS PRIOR TO SHIPPING TO ALLOW FOR SITE COORDINATION.**
- **The manufacturer shall attach two (2), two-way (vertical and horizontal), GPS enabled impact recorders to the Power Transformer.**
 - The requirement of two recorders is for redundancy in case one fails during transit.
 - Upon arrival and before unloading the Power Transformer, the impact recorder records will be inspected by COS and the manufacturer's representative.
 - If, in the opinion of COS and/or the manufacturer's representative, the impact recorder records indicate rough handling during shipment, the manufacturer will be notified immediately.
 - The records will be retained by COS for study.
 - The manufacturer shall provide the necessary information for returning the impact recorders.
- All equipment furnished hereunder which requires packaging shall be clearly labeled with the COS purchase order number, substation name, item number (corresponding to the suppliers Bill of Materials) and a description of the contents enclosed.
 - Any package, which contains more than one (1) item, shall have a separate packing list attached for the specific contents of that package.
 - All equipment and packages shipped separate from the Power Transformer shall be shipped either on pallets or bundled in an acceptable manner for off-loading.
 - The method of packing shall be such as to adequately protect the contents from any damage that might reasonably be encountered in transportation and handling.
 - Packing crates shall be such that long outdoor storage will not result in deterioration of crates or damage to contents.
 - Any equipment, which requires protection from the weather, shall use packing material such that it will provide weatherproof protection for a period of one (1) year in outdoor storage areas.
 - Any packages, which require indoor storage, shall be clearly marked.
 - Prior to shipment, the Project Engineer shall receive a complete packing list of all items to be shipped in order to check for complete shipment upon arrival.
- All spare parts shall be **packaged separately** and clearly marked "**SPARE PARTS**".
- All packages (main unit, spare parts and shipped loose items) shall be covered during the entire delivery to protect from unforeseen damages (e.g. salt/water ingress).
 - If items need to be uncovered for inspection at any point during transit bidder shall ensure equipment is recovered adequately.
- The Bidder shall provide cost per week for storage at their facility.

5. CIVIL REQUIREMENTS

ICE LOAD

- Ice-sensitive structures shall be designed for atmospheric ice loads in accordance with the Ice provisions of Chapter 10 of ASCE/SEI 7-16.
- Ice load thickness shall be based on the geographical location and local governing building code requirements; however, ground snow load shall not be less than as shown in Table 2 for each site location based on the ASCE 7 Hazard Tool.

Ice thickness with concurrent 3-second gust speed per ASCE 7 Hazard Tool

ICE LOAD			
Seward, NE	Ice Thickness (in)	Wind Speed (mph)	Snow Load (lb/ft ²)
Industrial Substation	1.62	51	64

Table 2: Ice Load

WIND LOAD

- Wind load design shall be in accordance with the wind provisions of and ASCE/SEI 7-16 and shall be at minimum as defined in the design requirement, whichever is more stringent.
- The following are minimum wind load design performance requirements:
 - Wind Importance Factor: $I_w = 1.15$
 - Exposure Category: C
- Basic Wind Speed: Minimum wind speed values for COS sites as per ASCE 7 as shown in Table 3.
- The supporting structures of electrical equipment shall be considered as “other structures” and wind load shall be calculated in accordance with chapter 29 of ASCE/SEI 7-16.
- Should local code or amendments to COS provide more stringent analysis, design or detailing criteria than ASCE/SEI 7-16, the local codes or amendments shall govern.

Minimum Wind Speed as per ASCE 7 Hazard Tool (Risk Category IV)

WIND LOAD	
Seward, NE	Wind Speed (mph)
Industrial Substation	125

Table 3: Wind Load

SEISMIC LOAD

- All new construction and existing structures shall, at a minimum, be analyzed, designed, and detailed in accordance with the seismic provisions of ASCE/SEI 7-16 and shall be at minimum as defined in the design requirement, whichever is more stringent.
- The following are minimum seismic design performance requirements:
 - Seismic Importance Factor: $IE = 1.5$
 - Site Class: As determine per site specific geotechnical report.
 - Where the soil properties are not known in sufficient detail to determine the site class, use site class D.
 - Earthquake Ground Motion: Minimum earthquake ground motion for COS sites as per ASCE 7 (See Table below)

Minimum earthquake ground motion per ASCE 7 Hazard Tool (Risk Category IV)

SIEMIC LOAD		
Seward, NE	S _s *	S ₁ **
Industrial Substation	0.092	0.048

Table 4: Seismic Load

Note: * Maximum Considered Earthquake (MCE) of 0.2 second spectral response acceleration and 5 percent damping, site class B.

** Same as above except 1.0 second Spectral Response

6. SHORT CIRCUIT LOAD

- The Power Transformer shall be designed and manufactured to withstand the mechanical and thermal stresses caused by external short circuits, as defined by the latest revision of IEEE C57.12.00-2021, Section 7, when connected to an infinite bus on either the high or the low side, and thereby be completely self-protecting for all external faults.
- Evidence of design capability to meet these requirements shall be provided at time of bid evaluation.

7. OPERATIONAL LOADS

- Operational/Mechanical static and dynamic forces shall be obtained from equipment manufacturer. The manufacturer shall provide loading based on the actual testing of the equipment.
- The Operational/Mechanical/Other loads shall be applied and combined with all design load combinations.

8. SEQUENCING AND SCHEDULING

- Manufacturer shall sequence transformer design, procurement, fabrication, inspection, testing, preparation, shipment, site assembly, commissioning and ready for service to meet the schedule requirements of the Purchase Order.
- Bidder shall coordinate with COS and Authorized Representatives for all sequencing and scheduling.

9. TECHNICAL REQUIREMENTS

GENERAL

The phase used for these transformer' designation shall be "H1, H2, H3, X1, X2, X3 and X0" unless otherwise noted in this specification. All current carrying parts of this transformer shall be made of copper. All steel-based components provided with this transformer shall meet or exceed all ASTM. If the steel is procured outside of the USA (United States of America), the Bidder is responsible for furnishing and transporting samples of the proposed steel to a COS approved third party for testing (chemical composition and mechanical properties).

The transformer shall be designed in accordance with this specification to meet the dimensional limitations. The transformer shall meet the requirements and ratings indicated in the specification. The Bidder shall field verify all dimensions for the steel structure surrounding the existing transformer, LV and HV overhead bus conductors, controls connections, etc. The Bidder shall consider the dimensions of the existing foundation design.

The design shall conform to the Applicable Codes and Standards specified in Section 3.

All gaskets shall be non-asbestos; leak free, at Bidder's cost.

EQUIPMENT

BUSHINGS AND TERMINAL CONNECTIONS

- No substitutions are to be made to the specified bushings without review and approval of the manufacturer. Catalog number to be reviewed by both COS and the transformer manufacturer.**
- 34.5kV Bushings (H1, H2, H3)**

- Shall be Hitachi Catalog No. 034N0800AA.
 - 800A
 - Grey O-Plus Dry bushing.
 - Draw rod.
 - 350kV BIL
- Three (3) bronze bushing stud connectors, Anderson Catalog No. HDSF141D1212TP shall be furnished.
 - One for each bushing.
 - The connectors shall be threaded stud to in-line flat with four (4) 9/16" holes having a 1-3/4" NEMA
- **12.47kV Bushings (X1, X2, X3, X0)**
 - Shall be Hitachi Catalog No. 025N2000AA.
 - 25kV, 150kV BIL
 - Grey O-Plus Dry bushing.
 - 2000A bottom connected.
 - Four (4) bronze bushing stud connectors, Anderson Catalog No. HDSF301D3412 shall be furnished.
 - One for each bushing.
 - The connectors shall be threaded stud to in-line flat 4"x4" with four (4) 9/16" holes having 1-3/4" NEMA hole spacing.
- **Core Ground Bushings**
 - Shall be labeled as stated below in the 'Core' section.
 - Shall be Polycast Catalog No. 116-001-42.
 - 5kV, 60kV BIL.
 - 200A

WINDINGS

- HV 34.5kV Winding
 - Shall be Delta connected.
- LV 12.47kV Winding
 - Shall be Wye connected with the neutral brought out through the X0 bushing.
- General Design and Construction
 - All windings shall be of copper conductor and shall be disk wound.
 - All windings shall be fully distributed, power class, including the regulating, preventive auto and LTC booster windings, if furnished. Coils shall be supported at regular intervals by insulating spacers that form oil passages throughout the length of the coil. All windings are to be self-supporting.
 - Coil conductors shall be pure copper strip rectangular in cross sections with rounded corners, carefully prepared to be smooth and free from burrs.
 - Insulation barriers shall be used between the windings and core and between different windings. The cooling oil shall circulate freely between all parts.
 - Permanent internal connections shall be made by electric resistance brazing, crimped connections or bolted connections and shall give electrical and mechanical characteristics as good as those of the original copper. Detachable internal connections shall be made by brazing, swagging or bolting terminals to conductors.

SURGE ARRESTERS

- Surge arresters shall be mounted on the transformer. All arresters shall be station type. All surge arresters shall be constructed with non-linear metal oxide valve elements.
- High Voltage Surge Arresters, 34.5 kV Winding
 - The arresters shall be 29 kV MCOV

- The arresters shall be Hubbell/Ohio Brass Catalog Number EVP0029003001 or approved equivalent.
- The location of the arresters shall be adjacent to the 34.5 kV bushings, on the same transverse centerline and the 4-hole pads on the arresters shall be no more than 12 inches below the 4-hole pads on the 34.5 kV bushings.
- A non-painted copper bus bar measuring ¼ inch x 2 inches shall connect the arrester grounds to both of the tank ground pads. Tank ground pads are welded to the tank frame near the bottom on diagonally opposite sides. The line terminal shall be vertical flat with four (4) 9/16 inch holes with NEMA standard hole spacing of 1 ¾ inches.
- Low Voltage Surge Arresters, 12.47kV Winding
 - The arresters shall be Hubbell/Ohio Brass Catalog Number EVP0008003001, DynaVar 7.65 kV or approved equivalent.
 - The arresters shall be mounted on brackets secured to the transformer. The location of the surge arresters shall be adjacent to the 12.47kV bushings, and on the same transverse centerline and the 4-hole pads on the arresters shall be the same height as the 4-hole pads on the 12.47 kV bushings.
 - Arresters shall be furnished with a grounding terminal with 4/0 stranded copper conductor connected to the ground bus used for high side arresters. The line terminal shall accept a minimum of 4/0 stranded copper conductor or shall have a flat terminal with two 9/16" holes with 1 3/4" hole spacing inline, to accept a 4/0 to two (2) hole flat compression conductor.
- Bidder shall ensure that surge arrestors can be bolted directly to the station buswork:
 - Mechanically rated to handle bus forces for indicated voltage level.
 - Mounting provisions provide adequate support.

CTs

- All CT's, except those for LTC control and winding temperature, shall be:
 - Five (5) lead.
 - C400 with 2.0 thermal rating factor.
 - Relaying accuracy class
- The CTs shall be installed on the following:
 - 34.5 kV Bushings: one set 600:5 Amp CTs
 - 12.47 kV Bushings: one set at 1200:5A
 - Neutral Bushing: One 50:5 Amp CT
- All secondary leads of all current transformers shall be brought to identified terminals in the control cabinet.
- Secondary leads shall be grouped on terminals arranged by CT set, where a set is the three CTs in the same position on the high or low side bushings. All leads of a three-phase set shall be in the same vertical row of terminal blocks. General Electric catalog No. EB27B06S shorting terminal blocks shall be installed for the CT leads. The bottom, sixth, terminal shall be grounded. Provisions shall be made for removing bushing-type current transformers from the transformer tank without removing the tank cover.

SUDDEN PRESSURE RELAYS (SPR)

- Main Tank
 - One (1) Qualitrol 900 sudden pressure relay or one ABB air space type SPR shall be provided for the indication of transformer rapid pressure changes for the main tank. Non-grounded contacts shall be provided for operation at 250V maximum. Furnish complete with a Qualitrol 909 auxiliary seal-in relay with one (1) seal-in contact to trip remote lockout relay and one N.O/N.C contact for separate alarm. Furnish for 125 VDC. operation from a remote source. All terminals of the alarm contact shall be wired to a terminal block in the control cabinet.
- LTC
 - One Qualitrol 900 SPR or one ABB air space type sudden pressure relay shall be provided, or an approved equivalent, below the oil type SPR shall be provided for the indication of transformer rapid pressure changes for the LTC. Non-grounded contacts shall be provided for operation at 250V maximum. Furnish complete with one Qualitrol 909, or an approved equivalent, auxiliary seal-in relay with one (1) seal-in contact to trip remote lockout relay and one N.O/N.C contact for separate alarm. Furnish for 125VDC. operation from a remote source. All terminals of the alarm contact shall be wired to a terminal block in the control cabinet.

INSTRUMENTATION

- All instruments, gauges, and indicators shall be marked in foot/pound/second (FPS) units unless noted in this specification. Temperature indicators shall be marked in degree Celsius (°C). They shall be located so that they can be read without visual aids by a person standing on the ground.
- All gauges, meters, relays, recorders, thermal breakers, or other instruments sensitive to vibration and mounted on the transformer shall be either “shock proof mounted” to protect them from damage or wear which may be caused by normal transformer vibration, or they shall be sufficiently constructed to be functionally unaffected by the transformer shock and vibration.
- Service life of accessories shall be comparable with the transformer life.
- Contacts for AC control operation shall be rated 120 volts, 10 Amps continuous AC and suitable for operation in the range of 100V to 140V. Contacts for DC operation shall be rated 125 volts DC, 10 Amps operation and suitable for operation in the range of 105V - 140V DC.
- Pressure Relief Device: The transformer tank(s) shall be provided with one or more pressure relief devices determined by the Bidder (Qualitrol XPRD is the preferred or COS approved equal only) of adequate size to protect the tank against primary explosion. The relief devices shall be designed to minimize the discharge of oil and the entrance of air and water into the tank after it opens, and shall be of the mechanical, self-resetting type with both visual and electrical alarms. It shall be equipped with alarm contacts (Form C) suitable for operation on an ungrounded 125 volts DC system. Leads shall be run to main terminal box in hot-dipped galvanized rigid steel conduit and be appropriately terminated per NEC requirement. The pressure relief device shall have a metal discharge pipe and be piped to within 18” of the ground as practical. PVC discharge pipe is unacceptable.
- Liquid Level Gauge: The transformer shall be provided with a Qualitrol 032/042/045 (See [Appendix B](#)) or COS approved equal magnetic-type oil level indicating gauge equipped with Hi/Lo level alarm contacts (Form C) suitable for annunciation on an ungrounded 125 volts DC system. The gauge markings shall show the oil level at 25°C as well as the minimum and maximum levels.
- Liquid Temperature Indicator: The transformer shall be provided with two (2) Weschler Instruments – Transformer Advantage, CT/LTC Advantage or COS approved equal. Each unit shall monitor Main Tank Top Oil Temperature, Ambient Temperature and Three Transformer Winding Temperatures/Currents and shall control multi-stage cooling equipment. The units shall be capable of tracking the insulation aging for each winding (loss of life).
 - Each monitor shall be installed in a NEMA 3R Metal Enclosure with viewing glass window, suitable for mounting on the transformer or in a control cabinet. Operating temperature: -40 to 70 degrees C
 - Each unit shall provide eight (form C) relays, (2) for controlling the multi-stage cooling equipment, (1) for alarm, (1) for trip, (1) for sensor failure and (3) spare. The contacts used for operating the cooling equipment shall be tested by the transformer manufacturer and operating temperatures furnished at which the cooling equipment is energized/de-energized. The cooling equipment relays shall have a sequencing function to equalize run time between cooling stages and a timer which can exercise fans at programmable intervals.
- Winding Temperature Indicator (Relays) for both HV and LV windings: Each transformer shall be provided with a winding temperature indication, with flexible stainless steel covering on capillary, winding temperature indicators associated with windings, suitably installed on the tank exterior. The indicator scale shall have a range of zero (0) degrees Celsius to plus (+) 180 degrees Celsius. The required temperature detectors shall be furnished and installed. Secondary leads from the internal switches shall be extended in hot-dipped galvanized rigid steel conduit to the main terminal cabinet and suitably terminated. These devices shall be factory calibrated to indicate the hottest spot copper temperature in degrees Celsius up to at least 180°C. Correct calibration shall be demonstrated during the factory temperature test of the transformer. The contacts used for operating the cooling equipment shall be tested and operating temperatures furnished at which the cooling equipment is energized and de-energized. Each device shall be furnished with four (4) contacts or switches; two (2) for controlling the cooling equipment, one (1) for alarm and one (1) for trip. All contacts shall be suitable for operation on an ungrounded 125 volts DC system.
- Winding Temperature Current Transformer: The transformer shall be provided with two (2) current transformers (one in the high voltage winding and one in the low voltage winding) to operate simulated winding hotspot temperature devices. The secondary leads from each current transformer shall be connected to the heater and sealed drywell assemblies mounted in the tank wall. Calibration resistors and housing shall be easily accessible for recalibration tests. Instructions shall be provided which clearly outline the test method, and supply design information regarding the determination of the winding hotspots. Provisions shall be included for short-circuiting the current transformer and applying a test current to the heater and calibrating resistor while the transformer is energized.
- Rapid Pressure Rise Relay, Gas Detector Relay and Buchholz Oil Flow Relay: The transformer shall be provided with a rapid pressure rise relay (Qualitrol 930 RPRR {NERC-PRC-005-6 compliant} with Seal-in Relay or COS approved equal) and one (1) gas accumulator (Qualitrol or COS approved equal), and oil flow gas detector relay (Buchholz).

Each shall operate for annunciation and alarm on occurrence of a fault in the transformer that will provide an abnormal rise of pressure. All gas pipe connected to gas detector relay shall have proper slope, so all gas will be accumulated in the gas detector relay. They shall not operate on pressure common to normal transformer operation or mechanical shock. They shall not operate on disturbances, such as short circuits, inrush currents and impulse voltages, unless the transformer is damaged internally. The sudden pressure relays shall work in conjunction with the seal-in relay, which when energized through the pressure relay, will seal itself in. In order to reset, a switch or pushbutton shall be provided and located near the relay. (The relay and switch or pushbutton shall be located in the main terminal cabinet). The Qualitrol Rapid Pressure Rise Relay (Qualitrol 930) shall be factory tested per the manufacturer's recommendations and delivered with one (1) field test kit (Qualitrol KIT 930). (See [Appendix C](#))

- **Nameplate / Device Identification:** The transformer shall be provided with a stainless steel nameplate conforming to the requirements of IEEE C57.12.00. It shall have as a minimum the following: sound level in decibels, volume of insulating oil in gallons, positive sequence impedance, and rating of windings with MVA and kV ratings for ONAN/ONAF1/ONAF2 cooling stages. The OLTC shall be provided with a separate nameplate conforming to the requirements of IEEE C57.131.

All major equipment, devices, panels, and cubicles shall be provided with nameplates. Self-adhesive nameplates shall not be used. All nameplates shall be secured with screws or rivets.

- **Resistance Temperature Detectors:** Each winding of the transformer shall be monitored with a standard platinum 100 ohm at 25°C, three wire, resistance-type winding temperature detectors, for use with remote recorders to be furnished by others. Wiring shall be completed from these detectors to main terminal cabinet in rigid conduit and be suitably terminated. The RTDs shall be located to indicate the expected hottest location in the windings. The actual location shall be subject to the review of the Bidder engineer and/or the COS during the design of the transformer.
- **Alarm and Trip Contacts:** All Alarm and Trip contacts shall be wired to the terminal blocks located in the control cabinet. At a minimum, the following:
 - Low oil level (conservator tank)
 - Low Alarm and Low-Low oil level Critical Alarm (Main Tank)
 - Low Nitrogen
 - Buchholz
 - Oil temperature Alarms
 - Winding temperature Alarms
 - Sudden pressure rise relay

LOAD TAP CHANGING (LTC) EQUIPMENT

- LTC equipment shall be provided on the 12.47 kV winding to provide plus or minus 10 percent adjustment of this winding voltage in 16 equal steps above, 5/8 percent each and 16 equal steps below, 5/8 percent each.
- The regulating winding shall be fully distributed and be electrical independent from or placed on a separate winding tube from the high and low voltage windings. The LTC will be reduced capacity for taps below rated voltage.
- High voltage LTC's are not acceptable for regulation of the low voltage winding.
- LTC Construction
 - The LTC and control compartments shall be located conveniently.
 - All current transformer secondary leads shall be terminated in the control cabinet. An immediate seal-in function device will be provided that will facilitate the completion of the tap changer operation once the motor circuit is made and the tap changer starts operating.
 - An off-tap alarm contact shall be provided on the LTC. The relay shall be kept normally energized by a closed contact of the LTC mechanism. A relay with time delay on dropout to prevent momentary alarms shall be provided, the timing range will be 2-15 seconds, and 120 VAC will be powered from the LTC motor circuit.
 - An operation counter to record the number of tap changes shall be provided.
- LTC Manufacturer
 - The LTC's shall be Reinhausen RMV-II, or another model approved by COS and/or approved by a representative.
 - The LTC design shall provide proven 500,000 mechanical and electrical operations without replacement of contacts with the transformer at 10 MVA and continuous load at 90 percent power factor and the LTC operating between Lower 4 and Raise 4. A contact life curve for the LTC being provided shall be supplied with the bid documents.
- LTC Motor
 - The LTC motor drive unit shall be external to the oil-filled tap changer compartment and the motor drive unit shall be located so it can be conveniently worked on while standing at ground level.

- A removable hand crank shall also be provided for manually changing taps on the unit without use of the operating motor. A safety interlock switch is to be mounted on the hand crank interface to electrically disengage the drive motor when the hand crank is engaged to the drive.
- The motor drive unit shall be Reinhausen Tapmotion MD-III, or another model approved by COS and/or by an approved representative.
- LTC Short Circuit Capability
 - The LTC shall be able to complete a tap change under short circuit conditions.
- Tap Selector Switch and Inverter Interrupters
 - The interrupters and tap selector switch shall be located in a liquid-filled compartment with a removable bolted cover, or covers, for access to such components without opening the main tank or lowering the liquid in the main tank.
 - Cross circulation of oil between the main tank and contactor compartment shall be absolutely prevented.
- LTC Oil-filled Compartments
 - The LTC shall be furnished with a maintenance-free dehydrating breather capable of sensing humidity levels within the desiccant and delivering heat for drying as needed automatically. The maintenance-free dehydrating breather shall be a Reinhausen Model MTRAB 2.5 series.
 - As stated above, there shall be two oil level monitors installed.
- Completely automatic, self-contained control equipment shall be mounted in the control cabinet at an accessible height for a person standing on the Power Transformer foundation. The control equipment shall include the following items:
 - The bidder will install one (1) tap changer control relay, Beckwith Electric Co. M-2001D (See [Appendix E](#)), to initiate operation of the tap changer in the raise or lower direction as required. The tap changer control relay will be installed in the LTC control cabinet. The control cabinet shall be designed to accommodate connection to this tap changer.
 - Adjustable delay equipment for imposing a time delay between the closing of the voltage regulating relay contacts and the response of the tap changing mechanism. The time delay and adjustment shall have a minimum range of five seconds. The equipment shall be so connected that in the event that more than one tap change is required to restore the voltage to the required level, the time delay may be imposed on the first tap change only (Sequential operation).
 - One control switch for selecting either automatic or manual operation, with the control so interlocked that manual and automatic control cannot be provided simultaneously, three position, "AUTOMATIC", "OFF", "MANUAL", General Electric Co. type SB-1 or equal.
 - One control switch to manually operate the tap changer in either the raise or lower direction, General Electric Co. type SB-1 or equal.
 - One control switch for selecting either local or remote control of the load tap changer, General Electric Co. type SB-1 or equal.
 - A motor control relay with the two sides mechanically interlocked to prevent any possibility of energizing both windings of the motor simultaneously.
 - An operation counter to record the number of tap changing operation.
 - High and low limit contacts for remote alarm (dry "a" contacts).
 - Off - position contacts for remote alarm.
 - One LTC control back-up relay to prevent a failure of the voltage control from running the voltage to a high or low limit, complete with time delay, and alarm contacts. Beckwith Electric Company, Inc. Model # M-0329. The back-up relay shall be set for a 120 Vrms band center and 1 Vrms fixed dead band. (Note: The input potential to this relay will be provided independent of the regulating input potential to the Series 2000 regulating relay).
- The Power Transformer shall have provisions for remote operation and indication of the load tap changer equipment. The following equipment or provisions shall be provided for remote operation and indication of the load tap changing equipment:
 - The power transformer control cabinet shall be designed in order to accommodate a connection to COS installed synchro transmitter (Incon model #1292) and a programmable position monitor (Incon model #1250B). These devices will be provided/installed by COS in the relay control panel located in the control house.
 - Wiring provisions shall be provided in the control cabinet for remote connections to a control switch, or switches, for selecting automatic or manual control of the tap changing mechanism and for manual operation of the tap changing mechanism.
 - Wiring provisions shall be provided in the control cabinet for remote connections to indicating lamps; red to indicate tap-changing mechanism in the "OFF" position and white to indicate a loss of control voltage.

DE-ENERGIZED TAP CHANGER (DETC) EQUIPMENT

- Four full capacity taps in steps of 2.50 percent, two above and two below rated voltage shall be provided in the HV winding. The tap changer shall be operated only when the transformer is de-energized. The transformer shall be provided with the manufacturer's standard crank shaft operator. The DETC switches for all three phases are to be operated with a single external crank or hand wheel.
- Hand wheel or crank shall be pad-lockable in a position. A dial type indicator shall give a convenient and positive indication of the position of the tap changer at all times. The tap changer shall be located so that it shall not be necessary to lower the oil level or to wait for the oil to cool before changing the de-energized tap position. Gasketing shall be provided at the point where the shaft comes through the tank wall or cover to positively prevent oil and/or gas leakage.
- Shear pin, when used, shall be located externally to the tank and on the DETC shaft end that is closest to the operating handle.
- Provide access holes with welded covers on the side of the main tank for the tap changers mounted on the side of the main core and coil.
- The DETC shall not require periodic movement of the contacts during the life of the transformer as preventative maintenance. The manufacturer shall state this in the instruction book for the transformer.
- All contacts shall be silver plated.

OIL VALVES

- All oil valves shall be especially designed for use with insulating oil. All valve materials shall be suitable for the fluid medium and shall be capable of handling the maximum design pressure and temperature of the oil system.
- The material, design, and manufacturing of valves, fittings, and seals shall be of the best quality to perfectly suit the purpose and shall not suffer from deterioration due to environmental impacts.
- All valves used in the oil system shall have a positive means of indication of open or closed position, visible from the ground.
- All valves 2 inches and smaller shall be lockable 1/4 turn ball valves.
- All open valve ends shall have plugs or caps installed.
- All valves shall be identified with brass tags attached with crimped stainless steel cable or welded in place. Identification shall be stamped into tag with lettering no smaller than 0.125 inches in height. Tags shall match valve schedule on Bidder's drawings.
- The transformer shall be provided with suitable valves for the following:
 - Complete draining of the tank.
 - Sampling the oil in the extreme bottom of the tank.
 - Lower filter press connection (2 inch minimum) and complete drain on bottom of tank.
 - Upper filter press (Vacuum Pump) connection (3 inches) at top of tank.
 - Isolating each oil connection to and from each radiator/heat exchanger.
 - Draining oil from each radiator/heat exchanger.
 - Isolating the sudden pressure relay.
 - Isolating, bleeding and testing fault pressure relay.
 - Isolating the conservator tank.
 - Isolating the gas detector relay.
 - Isolating the fault gas monitor.
 - Isolating the oil pumps (if applicable)
- A combination drain and lower filter valve shall be provided on the main tank in accordance with IEEE C57.12.10. This shall be a globe valve provided for drainage of the liquid to within 25 mm (1 in) of the bottom of the tank.
- The size of the drain valve shall be 2-in National Pipe Thread (NPT) and shall have tapered pipe threads (in accordance with ASME B1.20.1) with a pipe plug in the open end. The 2-in drain valve shall have a built-in 0.375 in sampling device, which shall be located in the side of the valve between the main valve seat and the pipe plug.
- The sampling device shall be supplied with a 5/16-in × 32-threads-per-in (5/16– 32 in) male thread for the user's connection and shall be equipped with a cap.
- The upper filter valve shall be provided shall be provided on the main tank in accordance with IEEE C57.12.10. The upper filter valve shall be 2-in National Pipe Thread (NPT) with tapered pipe threads (in accordance with ASME B1.20.1).

- Valve Identification and Location Nameplate. A separate nameplate showing the valve locations, titled "Valve Identification and Location", shall be furnished and mounted externally near the main transformer nameplate in a location to permit reading from the ground. The nameplate shall include a transformer outline drawing showing the location of all valves, and a chart identifying the type, size and purpose of each valve and specifying the initial position of each valve for the field oil-filling procedure and the position of each valve when the transformer is energized.

CONTROL CABINET AND AC POWER CABINET

- Automatic and other control devices shall be housed in the control cabinet equipped with breather vents, heaters, hinged doors, and a removable drill space for a minimum of four 3-inch conduits located in the bottom of the weatherproof cabinet.
- The doors shall provide access to the control devices and shall have provisions for padlocking. The control cabinet shall be located conveniently, the location will be approved by COS Engineer.
- The wire size shall be American Wire Gauge (AWG) No.12 stranded copper or larger if required. The insulation shall be 600V class (tested at 1500V) and of oil and heat resisting type. All wiring shall have insulated terminal rings.
- Only proven solid state devices shall be used as components for the control devices.
- The following additional accessories shall be mounted in the cabinet:
 - A 120VAC 20A non-GFCI outlet shall be provided in a weatherproof enclosure on the outside of the control cabinet.
 - A space heater with a thermostat adjustable from 40°Fahrenheit (°F) to 80°F shall be furnished for the control cabinet. The heater circuit shall be protected by a circuit breaker supplied by the manufacturer and shall terminate in the control cabinet.
 - Terminal blocks and circuit leads shall be marked for circuit identification.
 - A magnetic contactor (starter) shall be provided for each group of fans and pumps.
 - Potential test terminals and a voltmeter for monitoring the voltage shall be provided. The voltmeter shall respond to true rms with a digital LED readout and an accuracy of four significant digits. The PT supply (furnished by COS) will have a 60:1 ratio and the voltmeter will read 120 when the input is 120 volts and the transformer secondary is at 12,470V, line to line.
 - Provide a raise/lower switch in the LTC control compartment to operate the LTC.
 - Terminal blocks for wiring the electric alarm contacts from all pressure relief devices on the tanks. All terminal blocks are to be identified.
 - An SEL-2414 to transmit via DNP3 the voltage, LTC tap position, LTC operation counter, and temperature indication as mentioned below in Standard Accessories section.
 - Provide alarm relays on the load side of the fan and LTC circuits to monitor the AC supply.
 - A Beckwith 2001D shall be installed for use of automatic tap changing, tap position indication, load drop compensation, and alarms.
 - An INCON 1292 synchro transmitter shall be installed on the transformer and function in direct relation to the LTC tap position.
 - An INCON 1250-LTC-1-I-S shall interface with the synchro transmitter. The analog output (terminals 1 and 2 with an output of minus 1 to plus 1mA) shall be wired to Analog Input 601 on the SEL-2414 for LTC Control.

INSULATION

- Internal surge arresters or non-linear resistors shall not be included as part of the internal insulation system unless written authorization is first obtained from the COS or an approved representative.
- The manufacturer shall have the capability to accurately determine the transient voltages between and within windings. The method must have both capacitance and inductance in the matrix. It shall be capable of determining transferred voltages in adjacent windings and in partial windings.
- Insulation on all conductors used in the coil winding process shall be cellulose insulating paper. The paper insulation shall be a high-density, thermally upgraded creped kraft material. (Similar to those supplied by Dennison or Munksjo). It shall be wound onto the conductor employing a spinning process. The paper insulation shall be applied in a single or multiple strands such that a minimum of 30 percent of the paper surfaces are overlapped to provide for a continuous insulating surface. Sufficient tension shall be maintained on the paper strands to prevent loose wraps.

Each phase shall include a single piece, full circumference press rings for the top and bottom support of each phase assembly. The core and coils shall be dried using a vapor phase type system prior to filling. After being dried in the vapor phase system, the active part of the transformer shall be pressed. The pressure shall be applied on each phase from the top of the phase to a minimum value of 5 Newtons per Square Millimeter (N/mm²).

- Insulation parts including, but not limited to, cylinders, barriers, radial spacers, and axial strips shall be fabricated from high-density pressboard. Formed insulation parts may be fabricated from lower density, formable pressboard.
- Leads in the core and coil assembly shall be supported with pressboard clamps or approved equal. It is not acceptable to tie leads to the superstructure with materials such as nylon, cotton, or plastic ties.
- Winding and lead joints and interconnections shall be sized to minimize the heating effects from leakage magnetic fields. The loading limitations of the transformer shall be determined by the temperature of the windings and not by the temperature of leads, tank, bushings, tap changers or any other accessory in the transformer.
- The insulation system for the windings shall be designed with a maximum ratio of impulse to one-minute power frequency voltage of 2.5. The electrical system stresses in the oil gaps shall be limited to 80 percent of the gap stress defined by the Weidmann Partial Discharge Inception curve for uninsulated electrodes in degassed oil for oil gaps adjacent to the inside or outside surface of windings. The curve for insulated electrodes may be used for oil gaps between solid insulation barriers.
- All internal bolted connections are to have a minimum of two bolts arranged with a two-hole NEMA pattern. Exceptions to this must be approved by COS. The internal bolted hardware, metallic and non-metallic, shall have a means of locking the hardware. Split lock washers are NOT acceptable. There shall be a minimum of three threads exposed beyond the end of the nut for both metallic and non-metallic bolted connections.
- The crossovers between adjacent disks of a disk type winding are to be located between key spacer columns.
- If a Continuously Transposed Conductor (CTC) conductor is used it shall be epoxy bonded. If paper-taped CTC is used, the manufacturer is to provide in the design review how paper bulging is addressed to mitigate obstructions to the free flow of cooling oil in radial ducts.
- The current density of main windings is to be limited to 4.0 Amperes per Square Millimeter (A/mm²) and 4.5 A/mm² for buried windings. The windings of the preventative auto (PA) shall be designed to carry full load current in one leg of the PA. If a booster transformer is supplied, the current density is limited to 4.0 A/mm².

INSULATION MOISTURE

- Prior to shipment, the manufacturer shall dry the insulation and verify that the moisture content in the paper is no greater than 0.5 percent.
- Method of measuring winding moisture content
 - Let the transformer rest for 24 hours (minimum) to reach equilibrium and take a dew-point measurement. The preferred time to perform dew-point measurement is in the morning when the difference between insulation and ambient will be at a minimum. Use a winding resistance to determine the average winding temperature. Determine the winding moisture content percentage using IEEE C57.93 Piper Moisture Equilibrium Chart. (With moisture content in percent of dry weight of insulation. (See [Appendix G](#))

INSULATING LIQUID

- The transformer shall be shipped without oil and filled with dry air for protection. Dry air bottle shall be provided with regulator. Spare dry air bottle shall also be provided. The Bidder shall ship the oil in tankers properly sealed against contamination. The oil shall be shipped at such times as the COS may direct, and on a schedule that shall permit a continuous filling operation for the particular phase of installation involved.
- Prior to mobilization to the installation site, the Bidder shall submit for, and obtain COS review and approval for, a Spill Prevention Control and Countermeasure Plan (SPCC) addressing all oil filled equipment and environmental hazards based on the work scope. The Bidder's SPCC shall include the means and methods to prevent and contain and respond to a spill or release during any aspect of the Bidders work onsite (oil storage, oil transfer, filling the unit, oil filtration, oil removal, cleaning fluids, thinners, additives, chemicals, etc.). Bidder shall provide all supplies and subcontracts necessary, as identified in the approved SPCC. COS's SPCC Plan for this site can be made available for reporting and emergency contacts.
- The Bidder shall make provisions for the oil tankers at the transformer while the oil is being unloaded into the transformer. Samples from each tanker shall be tested and the results analyzed before oil filling.
 - The oil shall be delivered in tank trucks upon notification by COS's Project Engineer.

- The hose connection valve shall be sealed to ensure that all oil shipped is received at the site.
- The oil delivery trucks shall be of the common manifold type to allow oil-filling procedures without changing hose connections.
- Oil for impregnating the windings for factory testing, including any residual oil shipped with transformer, must meet new oil requirements, and the oil must be of the same refining process as oil used for final filling of the transformer. All oil shall be certified "PCB Free" and with negative gas tendency.
- Oil used for factory testing must be sent to Doble for full dielectric test including DGA, particle count, Power Factor vs. Oxidation, and Doble Comprehensive Screening expanded to meet the requirements of Table 8 below, at the cost of the Bidder. Residual oil from the transformer must be sent to Doble for full dielectric test (at the cost of the Bidder) and no oil shall be added to the transformer at delivery site until satisfactory results are obtained. In the event of contamination, Bidder shall flush main transformer and repeat testing until satisfactory results are obtained. The results of this Doble test shall be sent to COS for their approval before the transformer will be allowed to be shipped. (Please See Doble Transformer oil purchase specification-(TOPS) test limit)

INSULATION LIQUID		
Type of Test	ASTM Method	Test Limits
Aniline Point, °C	D611	80 Maximum
Color ASTM	D1500	0.5 Maximum
Corrosive Sulfur	D1275B	Passes
Dielectric Breakdown, kV	D1816 (1/2mm)	20/40 Minimum
Flash Point, °C	D92	145 Minimum
Interfacial Tension, Dynes/CM	D971 (Unfiltered)	40 Minimum
Neutralization #, MG KOH/G	D974 (Modified)	0.015 Maximum
Pour Point, °C	D97	-40 Maximum
Power Factor at 100°C	D924	0.3% Maximum
Power Factor at 25°C	D924	0.05% Maximum
Specific Gravity, 60/60	D1298	0.865 - 0.910
Viscosity at 40°C Kinematic, CS or Saybolt, SUS	D445, D2161 D88,	11 Maximum 40 Maximum
Sludge Free Life, at 8 Hour periods	Doble Procedure	68 Hour minimum (+/- 8 Hours)
PFVO Rating	Doble Procedure	As Per Limit Curve

Table 5: Insulation Liquid Test Limits

Note: Neutralization Number is measured by using 1/100 normal potassium hydroxide standard alcoholic solution.

- Conformity to these tests does not constitute unqualified approval. Such approval is based upon full conformance to all required performance characteristics as determined by the COS.
- COS has established an oil particle count limit for transformer, as listed in Table 9 below. These limits must be met in the Factory and the field (after assembly). Contaminated oil must be cleaned and/or replaced at the Bidder's cost.

OIL CONTAMINATION		
Voltage Class	Particle Count	Condition Of Oil
15kV to 34.5kV	0 – 1500	Normal
	1500 - 4000	Fair
	Above 4000	Contaminated
34.5kV to 765kV	Above 1000	Contaminated

Table 6: Oil Particle Count Limit

Sampled at ≥ 4 microns/mL on a 250mL sample

- New oil which is stored for use in tankers must be tested prior to start of processing. The oil processing equipment shall be flushed with oil that will fill transformer and shall also be tested at a point just before where the piping is attached to the transformer (after all oil processing equipment).

The following criteria must be met:

- Gas-in-oil analysis must indicate little or no residual gasses.
- Physical test criteria must be as follows:

GAS IN OIL		
Test	Standard	Criteria
Water	ASTM D-1533	30 ppm maximum
Power Factor 25°C	ASTM D-924	0.05 % maximum
Particle count		Same as new oil

Table 7: Gas in Oil Physical Test Criteria

Any deviation from the above results must be reconciled prior to start of oil fill. Values above those listed shall not be considered acceptable until after discussion with the responsible parties at the location involved, and COS acceptance.

OIL PRESERVATION EQUIPMENT

- The oil preservation system shall be conservator type with a sealed bladder (Atmoseal system or equivalent), as per the latest revision of **IEEE C57.12**.
- All gaskets are to be below minimum oil level.
- Bladders are to be fully pressure tested before installation in the conservator tank.
- A gate or globe valve suitable for full vacuum shall be placed at both the Power Transformer tank and at the conservator tank.
 - A braided stainless steel flexible connection shall be provided to eliminate potential alignment problems.
- The conservator tank shall be provided with a Messko GmbH MTrab DB200RM-T series maintenance free dehydrating breather and bleeder valve.
 - The silica gel breather shall be mounted 5' above Power Transformer for easy access.
 - The power supply of the breather shall be protected by a 15A circuit breaker.
- The conservator tank is to be located such that all parts on the cover of the main tank, including bushing casing, gas detector relay and mechanical pressure relief devices, can be completely filled with oil at the minimum oil level in the conservator tank.
- The conservator tank shall be capable to operate at an ambient temperature range of -10 degrees to 40 degrees Centigrade.
- The conservator tank shall be sized to permit continuous 120 degrees C top oil temperature operation without oil discharge.

TANK CONSTRUCTION, LIFTING EYES AND JACKING PADS

- The Power Transformer tank shall be of steel plate construction, electrically welded and braced, oil tight and suitable for skidding into position and filling under **full vacuum** with a minimal visual detectable tank deformation.
- The conservator tank shall be provided with at least two (2) inspection openings, one in each end of the tank, to allow easy inspection and/or replacement of the air cell. Conservator tank shall be designed to withstand full vacuum.
- The steel used for the tank and conservator shall be ASTM A36, Standard for Carbon Steel, all milled in the US. Carbon steel piping shall meet ASTM A53.
- The bidder is permitted to include an alternate proposal or an equivalent or better steels not from USA steel mills for A36, AISI4150 and A53. The bidder shall provide documentation to demonstrate that the proposed steel is equivalent or better including the material specification and sample Certified Material Test Reports (CMTR). The alternate materials not from USA steel mills, for the fabrication of tank, conservator and wheels, if approved by the COS, shall be subject to testing for chemistry and mechanical properties for each heat lot, at a USA testing facility designated or approved by COS. Such testing shall be at the sole discretion of COS and the cost for such testing shall be borne by the successful Bidder for this transformer contract.
- The top of the transformer, including all high points (e.g., CT and bushing Pockets) shall be manufactured so that any free gas will migrate to the gas detection system (Buchholz) and shall be piped to the conservator tank (through the gas accumulator relay) in such a way to ensure that these areas fill completely with oil and no voids exist. Verify by testing following the Buchholz manufacturer test procedure.
- Suitable guides shall be provided for lowering the active part into the tank, or for guiding the tank cover, the core(s), and winding(s) as they are being raised or lowered.
- The tank shall be provided with manholes of a size to afford easy access to the lower ends of the high voltage, low voltage and neutral bushings, and the upper portion of the coils. Manholes shall be provided at the top cover to permit inspection of core and coils and other components requiring inspection or maintenance work. All manholes, hand-holes, bushing holes and other openings at the tank cover shall have flanges of minimum 10 mm elevation around the edges to prevent entry of water when the manhole cover is removed. Where access requires bodily entry including those at the top cover, manholes should be large enough to allow passage of a 450 mm diameter sphere. The design shall incorporate the requirements of confined space entry for inspection of the core, windings, and other internal components.
- The main tank shall be designed to withstand without leakage, damage or deformation, a full vacuum and a pressure of 125 percent of the maximum pressure resulting from the oil preservation system or 10 psig, whichever is greater. Tank, radiators, and conservator shall be able to withstand full vacuum without leaking, damage or (minimal) deformation. A vacuum and pressure test shall be conducted for the tank and conservator prior to any painting.
- Welding/brazing shall be performed by qualified welding/brazing operators using qualified welding/brazing procedures all in accordance with industry standard. All training, qualifications, re-qualifications, and record keeping shall be the responsibility of the Bidder and shall be submitted to COS for review and approval upon request.
- Transformer tank wall-to-wall and wall-to-baseplate (floor) joints shall be full penetration welds with back gouge to sound metal and with reinforced fillet. Fillet welds alone shall not be utilized for the wall-to-wall and wall-to-baseplate joints. Conservator seams shall be full penetration welds. For the tank and conservator, all welds that may be leak path for oil shall be inspected by liquid penetrant (PT) inspection. Ultrasonic (UT) inspection shall be performed on 10% of the total tank's wall-to-wall and wall-to-baseplate full penetration welds.
- Safety – Fall Arrest Provisions – Provide two (2) fall arrest system base plates with tie off anchor, Pelsue Catalog # FB-SW3 (See [Appendix D](#)) or COS approved equal, welded to the top of each transformer, with two (2) fall protection arrest towers Pelsue Catalog # FT-C70 or COS approved equal. The plates shall be uniformly spaced and shall not be less than 4 feet from the edge. All fall protection systems must meet OSHA requirements. Locations of the welded base plates shall be recommended by the Bidder and must be approved by COS. The plates shall be located as near as practical to the center of the transformer tank cover, with no obstruction vertically perpendicular to the base plate to a height of seven feet. A permanent ladder shall be installed on the transformer to facilitate access to the top of the unit. Fall arrest shall be installed on ladder with case per OSHA requirements.
- The top of the tank shall be finished with a non-skid material.
- Jacking, lifting, pulling and skidding provisions must be provided to allow for installers choice of installation methods when transformer is fully assembled and full of oil. ALL lifting and jacking points shall be tested with dye penetrant NDE by a Certified Testing Specialist. A certified copy of the test results shall be included in the Certified Test Report. Jacking bosses shall be a minimum of fourteen (14) inches above the transformer base.
- The transformer tank shall have provisions for attachment of slings for lifting the complete transformer when filled with oil.

- Bidder shall provide an Add-Alternate cost with Bid for providing a new lifting beam with slings as described in this paragraph. **The Bidder shall provide new lifting beam and Kevlar slings that are compatible with the transformer.** The lifting beam and slings shall become the property of COS and shall be provided at the same time as delivery of the transformer. The designs for the lifting beam and slings shall be performed by and signed and sealed by a Nebraska PE. The lifting beam shall meet ASME BTH-1. All structural welding shall be in accordance with ANSI/AWS D14.1. The lifting beam shall comply with all OSHA regulations. A load test is required at 125% of rating. Load test shall be performed prior to painting. After load test, non-destructive test shall be performed on all structural welds using PT or MT. Bidder shall perform and COS shall witness load testing of the lifting beam being provided. Load beam shall be painted to match transformer painting requirements.
- Four (4) NEMA four-hole ground pads, one at each corner of the tank shall be provided for tank grounding. One grounding pad shall be dedicated for neutral grounding. Ground pads shall be furnished on the transformer in accordance with the requirement of IEEE C57.12.10. Ground pads shall be provided for the surge arresters per IEEE C57.12.10.
- A copper ground bus bar of same ampacity as the neutral bushing shall be provided between the neutral bushing and grounding pad. Locate near bottom of tank (approximately 400mm above pad level). Support ground strap with insulators with 5kV bushings.
- Pick points on the transformer shall be arranged so that they are always level when picked, without additional equipment than provided.
- The constant pressure conservator shall be of a design which precludes direct contact of oil with air and shall include the reservoir tank with air-cell and supports, oil connection to the main tank with shut-off valve, oil level gauge, Messko MTrab or Qualitrol STB000 or COS approved equal breather facilities, and all other equipment required for satisfactory operation. Oil level gauge shall be of suitable size so that it can be read from the ground. The liquid level gauge shall be provided with Hi/Lo level alarm contacts (Form C) suitable for operation on an ungrounded 125 volts DC system, and the leads shall be run to the main terminal box in hot-dipped galvanized rigid steel conduit and be appropriately terminated. An alarm shall be provided for the air cell to indicate failure or any abnormal condition with the air cell for each conservator.
- The conservator system shall be designed to withstand full volume and provision shall be made for filling of the main tank and conservator while under vacuum. The conservator shall be sized such that no oil shall be released until after the top oil temperature exceeds 120°C.
- The Bidder shall design the bottom of transformer tank and skids to support the entire weight of the transformer fully dressed out with oil. The transformer tank bottom shall be designed with a safety margin of 1.2 % above the final dressed out weight of the transformer.
- Neutral grounding bus shall be supported by 5kV insulator.

COOLING SYSTEM

- The transformer shall be furnished with natural convection oil and air cooling (ONAN), and oil natural and forced fan air cooling (ONAF1/ONAF2) and conforming to the transformer rating specified herein. The cooling equipment shall be complete with all piping, valves, control equipment, etc.
- Radiators shall be designed and arranged with relation to the main transformer tank such as to be readily accessible for inspection, cleaning, and to completely drain oil into the tank when the tank is being drained. Radiator shall be hot-dipped galvanized type and each radiator shall have lifting lugs or eyes at top and bottom for ease in handling, and shall be valved, vented and arranged such that any radiator can be removed and replaced without de-energizing the transformer. All radiators shall be of the same nominal dimensions and shall be interchangeable. Approved oil-tight valves shall be furnished in all connections of radiators to the main tank and shall be a permanent part of the main tank. Radiators shall be of welded construction, shall have flanged connections, and shall have provisions for draining and venting all oil passages by means of valves with plugs. Tank and radiators shall be able to withstand full vacuum without leaking or deforming. It is the Bidder's responsibility to assure that the radiators and all parts of the transformer are within the confines of its containment walls. Radiators shall be positioned not to obstruct access to manholes, hand holes or other inspection/maintenance locations. The design and construction of the header, fins and the assembly shall be such as to inhibit collection or retention of water or debris.

- Fan motors (high efficiency type) manufactured by Krenz or California Turbo or approved equal shall be of weatherproof construction and designed for fan duty. Each cooling fan shall be complete with all required rigid conduit, wired with quick disconnect cords and cable, automatic control equipment and thermal overload protection. Fan guards shall be heavy duty hot-dipped galvanized, OSHA compliant. Short circuit protection shall be furnished for all fan motors and may be arranged in groups, subject to the COS's approval. Tank and radiators shall be able to withstand full vacuum without leaking. It is the Bidder's responsibility to assure that the radiators and all parts of the transformer are within the confines of its containment walls. Fan motors shall be configured to run on single phase 240V AC.

CORE

- The core shall be CIRCULAR in design. The core and its clamps shall form a rugged unit structure that shall maintain its position and form under the most severe stresses encountered in shipment, installation, and short circuit, protecting the windings and insulation against mechanical injury.
- Core laminations shall be made from annealed high permeability silicon steel, free from burrs and insulated on each side with a durable insulating material. The maximum acceptable burr on the cut edges of the electrical steel is 0.0008 inch (0.02 millimeter [mm]). During production, the manufacturer shall record measurements of burrs and have this data available for inspection by COS. The edges of the laminations of the core, except for the top yoke, shall be coated to prevent rusting.
- The core steel shall be supplied by Nippon, AK Steel, JFE, POSCO, Thyssen-Krupp, or an alternate approved by COS.
- The core shall be stacked with the step lap joint configuration and the maximum gap between laminations at the joint is limited to 3mm.
 - All steps in the core shall be supported with step blocks in the longitudinal, vertical, and transverse directions.
 - If ventilating ducts are provided within the core stack, the material used to maintain the duct shall be non-cellulose, high temperature material.
 - Any insulation in contact with the surface of the core shall be selected to prevent accelerated aging because of the temperature of the core surface at maximum nameplate rating and during the overload cycle.
 - The core shall be held and supported so that the core shape will be maintained, and quiet operation will be assured.
 - Bolts through any core laminations are not acceptable.
 - Clamps and bolts shall be insulated from the core to prevent circulating currents.
 - The core hot spot temperature shall be limited to 125° C at an ambience of 30° C with the following excitation conditions:
 - 100 percent voltage at full load, 105 percent output voltage at full load and 80 percent power factor, and 110 percent voltage at no-load.
 - The operating flux density in the core shall be limited to 1.93 Tesla (T) at the worst-case excitation condition of the three cases described above.
 - The main core shall be grounded at one point only and that point shall be externally accessible to facilitate testing of the core insulation.
 - The bushing shall be labeled "Main Core Ground" and located on the side of the transformer in the uppermost position with a protective shipping shield above the bushing.
 - The series, preventive Power Transformer, and any additional transformer core assembly shall be grounded at one point only and that point shall be externally accessible to facilitate testing of the core insulation.
 - The bushings shall be labeled to identify the associated transformer and located on the side of the transformer, in the uppermost position, with a protective shield above the bushings.

NOISE LEVELS

- The transformer shall be designed such that the guaranteed average audible sound level shall not exceed the values given in NEMA TR1.
- Audible sound shall not exceed NEMA TR1 during service life of the equipment.
- The transformer shall be designed and built such that it will not cause interference with radio reception or telephone communication circuits in accordance with the best modern practices.
- **The specified guaranteed sound level shall be without sound enclosures** or any other additional arrangement outside (external) of the Transformer to reduce the noise levels.

TEMPERATURE RISE

- The transformer shall be rated in accordance with IEEE C57.12.00. The observable temperature rise over an average ambient temperature of 30 degrees C for twenty-four (24) hours (maximum ambient temperature of 40 degrees C) shall not exceed 65 degrees C by resistance on all ratings (self-cooled and force cooled (ONAN/ONAF1/ONAF2)) on the tap connection that gives the highest losses. The ampacity of all current carrying components shall be suitable at the 65 degrees C rating.
- Hot Spot temperature rise shall NOT be more than 80 degrees C.
- The transformer shall be capable of being energized from a condition of thermal equilibrium at -30 degrees C. If this is not possible, cold start instructions shall be provided with the tender documents and this shall also be identified in the technical data sheet.

NAMEPLATES

EQUIPMENT

- A nameplate shall be provided and mounted on or near the control cabinet.
- The nameplate shall be fabricated from stainless steel and attached with stainless steel hardware.
- Each current transformer shall be provided with a diagrammatic type nameplate located near the CT terminal blocks.
- Self-Adhesive labels shall not be used.

TRANSFORMER

- The nameplate shall be located and permanently affixed on the transformer.
- The nameplate shall be of non-oxidizing metal and permanent markings of ratings and connections.
- The nameplate shall be as per the latest revision of IEEE C57.12.00-latest revision.
- The required nameplate information:
 - Serial Number
 - Class (ONAN/ONAF1/ONAF2)
 - Frequency
 - Number of phases
 - MVA Rating
 - Voltage ratings
 - Tap Voltage
 - Rated current for all voltages.
 - Rated current on different LTC Taps.
 - Temperature Rise
 - Phasor Diagrams
 - Polarity
 - % Impedance
 - Sound Level
 - Transformer core type & number of limbs
 - Date of Test
 - Date of manufacture
 - Purchaser
 - Purchaser Order Number

- Asset ID (If applicable)
- Name of Manufacturer
- BIL, Weight and insulating material, tank pressure, liquid data.

PAINTING AND CORROSION PROTECTION OF EQUIPMENT

- Painting and corrosion protection of equipment shall be in accordance with Society for Protective Coatings (SSPC) standards the Manufacturers standard practice and must be submitted for COS approval.
 - All coatings and processes shall be suitable to withstand the equipment service conditions.
 - Surfaces exposed to oil shall be coated with a product compatible with the fluid it is exposed to.
 - **Use of lead-free paint is required.**
- After fabrication, equipment shall be thoroughly cleaned of all grease, weld spatter, dirt and any other foreign matter per SSPC-SP1. The completed tank shall be blasted to SSPC-SP10/NACE 2, near white commercial blast cleaning, and achieve the surface profile required by the coating manufacturer.
- Verify cleanliness of abrasive media as per SSPC-AB 1/2/3 and compressed air per ASTM D4285.

PAINTING

- All coated surfaces shall be coated with approved materials, per an approved process, and in accordance with manufacturer recommendations.
- Testing per Section 10 (PAINT TEST).
 - Test reports shall be submitted to COS for review and acceptance.
- The Bidder shall submit for COS's approval: two (2) 8 inch x 6 inch color samples of the paint to be provided for the equipment. Samples shall be properly labeled to include contract number and description of the finished system.
 - Including color, manufacturer and type of paint.
 - **LEAD PAINT IS NOT ALLOWED.**
- Finish paint color for exterior surfaces shall be ANSI 70 (Grey). Finish paint color for the interior surfaces shall be white. Hot dip galvanized surfaces shall not be painted.
- The entire top of equipment shall be painted with a "Non-Skid" type of paint or surface application.
- The Bidder shall furnish touch up paint in the amount of two quarts for the equipment. All finished metal work shall be suitably protected from damage during shipment and installation.
- Porosity inspection shall be performed on the entire interior and exterior surfaces of the tank.

HOT-DIP GALVANIZING

- Radiators, conduits, platforms materials and fan guard shall be hot-dipped galvanized. Hot-Dipped galvanizing practices shall be in accordance with the application portions of ASTM A 123/123M.
- Water quenching or chromate conversion coating should be avoided as these processes interfere with paint adhesion and surface preparation.
- Surfaces shall be inspected for conformance to the required zinc thickness in accordance with ASTM A 123/A 123M utilizing a magnetic-field type thickness instrument.
 - Instrument in accordance with ASTM E376-11
 - Any surfaces falling below the equipped zinc thickness, before or after removal of any high spots, shall be repaired in accordance with ASTM A 780.

STANDARD ACCESSORIES

LIQUID LEVEL INDICATOR

- Qualitrol liquid-level indicators, Model No. 042, or COS approved equivalent, shall be furnished for: two on main tank above critical oil level, two on LTC, and one expansion tank. (See [Appendix B.](#))
 - 10A Switch Rating with High, Low and Low-Low indication.
 - Tempered Glass Lens
 - White or red dial with black background.
 - IP65 Rated
 - Mounting angle 0°

- HI/LO and 25°C top and side readings.
 - ANSI connection styles
 - Standard orientation
- Magnetic liquid-level gauge shall be mounted on the side and shall be readable when standing at the level of the base. The dial shall show the 25°C level as well as the maximum and minimum level. Non-grounded minimum-level alarm contacts shall be provided for operation at 250 Volts Direct Current (VDC) maximum. Contacts shall be wired to a terminal block located in the control compartment and the terminals of the block are to be identified.

TEMPERATURE MONITOR

- SEL-2414 model number 241421ACA9X745X1830 shall be furnished for the following:
 - Monitoring instantaneous and peak top oil temperature
 - Monitoring instantaneous and peak winding hot spot temperature.
 - Control cooling fan bank No. No.1, set at 65°C for winding temperature.
 - Control cooling fan bank No.2, set at 75°C for winding temperature.
 - Provide top oil temperature alarm, set at 90°C.
 - Provide winding hot spot temperature alarm, set at 110°C.
 - Provide LTC tank to main tank temperature differential alarm, set at 10°C (alarm on LTC temperature 10°C greater than main tank temperature)
 - Reference Input/Output (I/O) points list in [Appendix H](#)
- In case of a temperature monitor failure, cooling fan controls shall be configured to operate.
- The temperature monitor shall be installed in either the main control cabinet or in a separate cabinet in an easily accessible location. (To be approved by COS.)

MAIN TANK, LTC, AND ACCESSORY VALVES

- Unless otherwise specified all valves shall be Apollo model No.88A14824. The size shall be 2 inches and it shall have 2-inch National Pipe Thread (NPT) threads with a pipe plug in the open end. The valves shall meet the following general requirements:
 - Rated for full vacuum.
 - One-quarter turn indicating
 - API 607 or equivalent fire safety rating
 - Carbon steel body
 - Stainless Steel Ball, Stem, Backing Nut
 - Multi-piece bolted bodies are not allowed.
 - Full size port
 - Flange connections unless otherwise approved by COS
- A combination lower drain and fill valve shall be provided. This valve shall provide for complete drainage of the liquid to within 1 inch of the bottom of the tank and for outlet of the liquid to oil filtering means.
- An upper fill valve shall be provided. This valve shall be located in the same segment as the drain valve, located below the 25°C liquid level and suitable for the return of the filtered oil in a manner such that it will not stream on the paper insulation.
- An LTC valve shall be provided. The LTC valve shall be located to permit complete drainage of the LTC oil.
- Accessory valves shall be provided. Accessory valve locations to be determined by manufacturer with approval of COS Engineer and/or approved representatives.

RADIATORS

- Radiators shall be of the removable type with bolted, flanged and gasketed connections. Radiators shall be mounted such that they do not block any opening, cover, or access port.
- Each radiator shall be provided with a lifting eye, and vent and drain plugs in the headers.
- Radiators shall be of materials with melting points greater than 1000°C and shall be constructed such that excessive vibration will not develop from internal or external sources. The material used for welding or brazing the radiator shall have melting points greater than 1000°C. The system shall be capable of withstanding full vacuum and 15 pounds per square inch (psig) pressure.
- Radiators shall be galvanized on the outside only.
- It is preferred to keep radiators away from underneath the X1, X2 and X3 bushings.

RADIATORS VALVES

- Oil tight butterfly valves shall be provided for each radiator so that any radiator can be removed. The radiator valves shall meet the following general requirements:

- Rated for full vacuum.
- Open/closed indication.
- Flange connections unless otherwise approved by COS.
- Minimum oil flow restriction
- Include oil tight blanking plates.

LIFTING, MOVING, AND JACKING FACILITIES

- Means for lifting the complete transformer with oil, radiators, and accessories shall be provided. The bearing surfaces of the lifting means shall be free from sharp edges. Facilities for guying the transformer shall be provided. Lifting means shall be provided for un-tanking the transformer.
- Nameplate and outline drawings shall state the transformer can be lifted, moved, or transported oil filled.
- The base shall permit rolling in the directions of both centerlines of the transformer and provision shall be made for pulling the transformer in these directions. The base shall be designed so that the center of gravity of the transformer, as normally prepared for shipment, shall not fall outside the base support members for a tilt of the base of 15 degrees from the horizontal, with or without oil in the transformer.
- Jacking plates shall be attached to vertical areas of the tank between 14 and 18 inches from the bottom of the transformer and shall extend outward at least 12 inches beyond any protrusion (base flange, skid channels, etc.) located below them. The jacking plates shall be located as near to the corners as possible and shall be at least 12 inches in length along the tank. The tank walls below the plates shall be free from obstructions (valves, cooler pipes, etc.) for the length of the plates plus 6 inches from each end of the plates. The jacking plates, including bracing, shall be capable of supporting one-half the weight of the transformer, completely assembled, and filled with oil, without buckling or bending. The tank bottom shall be braced so that no damage to the transformer will occur in the event the weight of the totally assembled transformer with oil is sustained on diagonally opposite corners.
- Cover lifting facilities shall be provided.

GROUND PADS

- Tank-grounding provisions shall consist of two copper-faced steel pads, two stainless steel pads without copper facing or two copper pads, each 2 by 3 ½ inches with two holes horizontally spaced on 1 ¾-inch centers and drilled and tapped for ½ inch to 13 inch (unified national coarse thread [UNC]) thread. The minimum thickness of the copper-facing shall be 0.015 inch (0.4mm).
- The minimum threaded depth of the holes shall be ½ inch (12.7mm).
- Thread protection for the ground pad shall be provided.
- Ground pads shall be welded on the base or on the tank near the base. If the base is detachable, the ground pads shall be located on the tank wall.
- A ground pad shall be provided adjacent to the X0 bushing.

OIL PRESERVATION SYSTEM

- The transformer shall have a nitrogen gas blanket system as described below.
- A sealed tank without nitrogen will not be accepted.

NITROGEN GAS BLANKET SYSTEM

- An automatic nitrogen gas system is to be provided with the equipment to maintain a positive pressure above the oil. The pressure range for the gas blanket is to be plus 0.5 psig to minus 0.5 psig and maintained with the proper gas regulator system. The system shall have valves for nitrogen injection into the tank and a valve for sampling the gas blanket. The nitrogen gas cylinder shall be mounted no higher than 6 inches above the base of the transformer. The cylinder is to be housed in a weatherproof cabinet along with the gas regulation system. The system is to include low and high alarms and the associated controls for the alarms.

TANKS

- The main transformer tank shall be made of steel and any attached compartment that is subject to operating pressures shall be designed to withstand, without permanent deformation, pressure 25 percent greater than the maximum operating pressure of the oil preservation system or 10 psi, whichever is greater.
- All oil filled compartments shall be capable of withstanding full vacuum. In addition, the entire system must be designed for vacuum filling of the main tank, piping, and the oil preservation system when under vacuum.
- The main cover shall be domed slightly to prevent water collection and welded in place. Doming the cover by flexing and welding it to the main tank or other means that pre-stress the tanks cover shall not be allowed.

- The main cover shall be flanged and welded to a companion flange on the tank. The design shall be such that the weld can be chipped out, to permit removal and replacement of the cover.
- Any openings in the tank cover that employ gaskets, shall be raised above the cover surface to prevent the accumulation of water around the gasketed joints.
- All maintenance hole openings, bushing bosses or risers and other areas where bolting is necessary will be provided with machined surfaces that have a gasket groove to limit compression of the gasket material. To facilitate field installation of O-ring or gaskets, the grooves shall be located on the upward facing flange. All gaskets are to be placed in machined grooves.
- All mounting bosses shall be welded on the inside of the tank and on the outside to prevent accumulation of foreign debris.
- The main tank shall be constructed with “T” welds or with bends at the corners. Corner welds are not allowed. If the tank is constructed with bends at the corners, all tank seams shall be double welded (inside and outside) and seams shall be a minimum of 12 inches from the corners.
- All oil sealing welds shall be welded both inside and outside the tank.
- The tank shall be tested to guarantee it is free from oil and air leaks.
- The oil level in the tank is to cover the highest electrical live part when the oil temperature is -40° C. There shall be no low-level alarm when cold starting the transformer at -40° C. In addition, there is to no high-level alarm when the oil temperature is 120° C.
- The base plate minimum thickness shall be 1 ½ inch with beveled edges to facilitate sliding or other base structure approved by COS.
- Tank reinforcing members shall be square or rectangular box beams with a closed cross-section and all seams and joints continuously welded on flat surfaces. Reinforcing members shall not be continuous around the corners.
- Only stainless-steel studs shall be used on the tank and studs shall be completely welded around the perimeter of their bases. All bolted hardware shall be stainless steel, silicon-bronze or brass. All external hardware is to be in English units.
- Tank wall mounted radiator banks shall have at least 24 inches of clearance between the outermost surfaces of opposing fans motors that are mounted on the face of radiators. This is to provide space for field maintenance of the fan assemblies.
- One or more maintenance holes shall be provided in the cover. If the maintenance holes round, the minimum diameter shall be 20 inches; if oval or rectangular, the minimum dimensions shall be 14 inches by 20 inches. Maintenance hole covers shall not have lifting eyes.
- Qualitrol Extra Large Pressure Relief Device (XPRD) pressure-relief devices shall be located on the cover of the main tank as determined by the manufacturer, but a minimum of two shall be provided for the main tank – located on opposite ends of the tank cover. Other tanks or compartments shall each have one Qualitrol XPRD pressure-relief device located on the cover or top. Electric alarm contacts (at least 1 N.O/N.C) shall be provided along with a mechanical target and semaphore. All three terminals of the alarm contacts shall be wired to a terminal block located in the control compartment and terminals of the block are to be identified. Vent piping from the XPRD pressure-relief device shall be included and routed down the side of the transformer such that oil will be discharged away from the transformer foundation into the moat area surrounding the transformer foundation.
- Any support brackets welded on the outside of the tank shall be welded completely around the bracket where it comes in contact with the tank. This is to prevent rust leaching out between the two surfaces.
- An electrical core ground shall be brought out the side of the tank in the uppermost positions for each separate core including preventive auto.
- The in-service center of gravity shall be clearly marked at the bottom of the tank on all four sides.

GASKETS

- All gasket material shall be reusable nitrile material.
- The sizes, composition and manufacturer of all gaskets and o-rings shall be provided by the supplier.

CONTROL OF AUXILIARY COOLING EQUIPMENT

- Auxiliary cooling equipment shall be protected by a main air circuit breaker.
- A magnetic contactor (starter) shall be provided for each group of fans and pumps.
- “Hand - Auto” selector switches shall be installed to cutout winding temperature control. Refer to above for temperature monitor.

POWER SUPPLY FOR TRANSFORMER AUXILIARY EQUIPMENT AND CONTROL

- COS will supply 120/240 VAC, 60 Hz, single phase power to operate the transformer and the auxiliary equipment. Three phase supply will not be provided. The supply voltage will go as high as 260 VAC for appreciable lengths of time.

- Manufacturer shall design and provide equipment above indicated voltage level.

OTHER CONSTRUCTION

- Conduits: Rigid metallic conduit or black ultraviolet (UV) rated liquid-tight flexible metallic conduit shall be used for all external wiring of the transformer and its associated equipment. Flexible cords suitable for outdoor applications are acceptable between accessories and junction boxes where physical damage cannot occur. Maximum acceptable length for flexible conduit or cords shall be 48 inches.
- Fans: Fans shall be Krenz-Vent efficient and maintenance free. Fans shall be driven by totally enclosed weatherproof, sealed ball bearing induction motors, rated 115/230V, single phase, 60Hz. Fan motors shall be self-protecting against temporary overloads or stalled rotor due to external interference. Fans shall be dynamically balanced and shall operate with minimum vibration. A flexible cable connection to a ring-type plug disconnect shall be supplied for each fan.
 - Fan guards are to be stainless steel or hot dipped galvanized and shall meet all Occupational Safety and Health Administration (OSHA) requirements including a ½ inch diameter rod not penetrating the guards.
- Wind Loading Strength: The transformer shall be designed to withstand wind up to 120 mph in its service configuration (i.e., with bushings, arresters, radiator, etc., installed). The earthquake and wind forces need not be considered as occurring simultaneously. Documentation in the form of test data or calculations shall be provided to confirm the transformer's wind and mechanical shock withstanding capabilities.
- Seismic Requirements: The transformer shall meet the seismic requirements of IEEE for the location and shipping methods.
- Transformer Tether Pole: A steel base plate shall be provided on the transformer cover near the center that is designed to accept a Master Rigging 65" Transformer Tether Pole for fall guard protection. This plate shall be integrally designed with the transformer cover so that when used with the tether pole it will provide fall protection and meet strength and pull tests per OSHA Standard 1926.104. The base plate shall be level so that the tether pole when mounted is vertically straight.
- Paint:
 - All interiors and exteriors of tanks, enclosures, cabinets, and other metal parts that are not galvanized or of corrosion-resistant material and are exposed to oil or weather shall be thoroughly cleaned and painted. Cleaning shall be by degreasing and abrasive blasting or other means to remove all grease, scale, corrosion, and foreign substances.
 - A minimum of three coats of paint shall be applied consisting of the following:
 - A corrosion resistant metal primer coat in accordance with the manufacturer's standard.
 - An intermediate light gray bonding coat in accordance with the manufacturer's standard.
 - The finish coat shall be a smooth weather-resisting finish conforming to ANSI 70, Skytone Gray.
 - A minimum of 3 mm dry film thickness.
 - After each coat of paint is applied, sufficient time shall elapse to allow for complete curing of the coat of paint before further application. Some epoxy paints include primer.
 - The tank cover shall be painted with anti-skid paint as part of the fall protection system.
 - Inside surfaces of the tank and cover will be coated with a white paint that shall not disintegrate or act as a catalyst agent when in contact with insulating oil or in any way cause deterioration of the oil or affect dissolved in gas oil analysis.
 - The Bidder shall submit the method or system of corrosion prevention that is standard with the Bidder. The Bidder shall include with the bid a detailed explanation of the method or system used when painting, including metal surface preparation, number of coats and the final dry film thickness in mm. Consideration will be given to the Bidder's system. One quart of touchup paint shall be supplied with the transformer in addition to complete paint specifications that identify: manufacturer, manufacturer type and color mixing instructions.
- Insulating Oil:
 - The oil for the transformer shall be furnished by the Bidder and shipped by tank truck directly to the substation site.
 - The best quality of ASTM D3487 type II insulating oil available at the time of filling at the factory shall be furnished.
 - The oil shall comply with the most recent ANSI, ASTM standards and IEEE PC57.106/D7. The nameplate statement per ANSI standard is acceptable as follows: "Contains no detectable level of polychlorinated biphenyl (PCB) at the time of manufacturing."
 - The insulating oil shall pass ASTM D1275B for corrosive sulfur.
 - The final oil filling of the main tank shall be by a full vacuum method conforming with IEEE PC57.106/D7 for voltage class 230 kV. Total dissolved gas content shall be less than 0.5 percent after vacuum filling. A Dissolved Gas Analysis (DGA) sample should be collected 24 to 48 hours after the transformer is filled.

- The insulating oil shall be certified free of PCB and chlorine. If the transformer is delivered showing a detectable level of PCB, then it shall be rejected.

10. TESTING REQUIREMENTS

GENERAL

- All factory transformer tests shall be performed with the transformer fully assembled, actual bushings installed, and the control cabinet circuits operational. All tests described below shall be performed on each individual transformer ordered (if a bulk order is placed).
- Test Report: The certified test report shall include the test results of all routine tests and other tests called for in this specification. Approval of all test results shall be made by COS Engineering and/or an approved representative prior to shipping.

FACTORY ACCEPTANCE TEST (FAT)

- Minimum tests to be performed for FAT.
 - Insulation resistance test
 - Dielectric absorption test (Per IEEE C57.12.90 Latest Version and applicable NEMA standards)
 - Winding resistance measurement
 - Turns ratio test.
 - Core-to-ground insulation resistance test.
 - Applied voltage tests.
 - Induced voltage tests.
 - Partial Discharge (PD) tests
 - Sound(noise) level test per NEMA standard.
 - All accessories including HV and LV bushings, control cabinet, AC power cabinet etc. shall be tested with the transformer during the FAT.
 - The oil to be used for factory testing must be free of corrosive sulfur per ASTM D1275B and new oil requirement per Table 1 and must be approved by COS prior to factory acceptance test. A sample of oil used for testing shall be sent to “Doble” for full dielectric and screening testing included power factor verses oxidation and covered conductor deposition prior to filling the transformer with oil.
 - Sweep Frequency Response Analysis (SFRA) with “Doble 5500 SFRA” instrument and leads for both with and without oil.
 - Ratio measurements shall be made on every LTC tap position of all windings to the rated tap of all other windings.
 - Each phase of the transformer shall be tested to verify the subtractive polarity of each phase.
 - Heat run test, during this test the Bidder shall simulate the tight quarters and physical arrangement of walls where the transformer will be installed (if applicable). The Kelman unit shall be functional for the heat run test. (See [General 10.1](#) for heat run requirements per unit)
 - Non-destructive weld inspection method shall be used for the tank leak test.
- Additional tests required by manufacturer(s) of supplied parts.

FIELD TEST

- Minimum field tests to be performed prior to energization:
 - Megger
 - TTR
 - Sweep Frequency Test
 - Visual Inspection
 - ADDITIONAL COS TESTS REQUIRED?
- Additional tests required by manufacturer(s) of supplied parts.
- Site sound study – (performed prior to energization, and after energization of the transformer).

PAINT TEST

- The Bidder shall perform the following tests on painted surfaces:
 - Anchor Profile Measurement Test.
 - Dry Film Measurement Test.
 - Final Curing Test.

OTHER REQUIRED TESTS

- Transformer shall be tested according to ANSI/IEEE C57.12.90. Bushings shall be tested per IEEE C57.19.00. Additional tests shall include but not be limited to the following design and special tests:
 - 1) Power factor tests with Doble test set on transformer, bushings, oil, and insulation
 - 2) Insulation resistance tests
 - 3) Resistance – Cold (-25 degrees C) and Hot (105 degrees C)
 - 4) Polarity and phase relation
 - 5) Zero sequence impedance tests
 - 6) Corona and radio influence voltage (RIV) tests
 - 7) Core ground and clamp megger test
 - 8) Lightning impulse test on all Phases
 - 9) Switching impulse test on all terminals
 - 10) Ratio and polarity test on all windings for all tap connections
 - 11) Noise test per NEMA standard
 - 12) Control equipment tests, wiring dielectric test.
 - 13) Ancillary Test include, but not limited to the following:
 - Annunciator Alarms
 - Control Cabinet and AC Power Cabinet Devices (heaters, lights, etc.)
 - Fault Pressure Relay - using the Qualitrol field test kit KIT 930 to NERC standard.
 - Fans Operation
 - Gas Accumulator - Buchholz relay shall be tested by the method of gas injection test.
 - Top Oil Temperature Thermometer/Monitor
 - Winding Temperature Thermometer/Monitor
 - Liquid Level Indicator
 - Metering CTs - (ratio, polarity, insulation, applied voltage, and saturation curve)
 - Relays CTs - (ratio, polarity, insulation, applied voltage, and saturation curve)
 - Other CT(s) – Connected to winding temp. gauge - (ratio, polarity, insulation, applied voltage, and saturation curve)
 - 14) All control circuits shall be tested point to point to validate control continuity and performance.
 - 15) Determination of transformer regulation and efficiency at rated load and rated voltage.
 - 16) Losses: load, auxiliary. Impedance and load loss shall be measured at minimum, middle, and maximum LTC tap positions.
 - 17) No-load loss and excitation current shall be measured both at nominal rated voltage and at 90, 100 & 110 percent of nominal rated voltage, both before and after impulse tests. No-load loss results taken after the dielectric test are used for calculating transformer loss evaluation.
 - 18) Loss Compliance:
 - Values of no-load loss and excitation current measured at nominal rated voltage after impulse tests shall be the values used in determining compliance with the seller's quoted loss and excitation performance. These values shall not exceed the values measured before impulse tests by more than 7.5 percent.
 - IEEE tolerances from the seller's performance quotation for no-load loss at nominal rated voltage shall also apply to the excitation current at nominal rated voltage.
 - No supplier shall ship to COS a transformer that exceeds the quoted loss value by 10% or more for no-load losses (NL) or load losses (LL) or by 6% or more for total losses (NL + LL)
 - 19) Temperature rise test- The temperature rise test shall be performed per ANSI/IEEE requirements. The manufacture shall simulate the tight quarters and physical arrangement of walls where the transformer will be installed (if applicable).
 - The duration of ultimate temperature rise test when the unit reaches stabilization (temperature rise does not vary more than 2.5% or 1°C, whichever is greater) shall be held for a minimum of consecutive twelve (12) hours. The temperature rise test shall be

performed on all units. The Kelman unit shall be commissioned and functional during the factory acceptance testing. Oil samples shall be drawn at four (4) hour intervals during the duration of temperature rise test and the results shall be compared with the data received from the Kelman unit.

- The tank wall surfaces shall be checked for hot spots during the heat run test. The tank-wall hot-spot temperature rise shall not exceed 70°C for any transformer while operating at 100 percent of its rating.
 - During the temperature rise test at maximum continuous rating, the transformer tank (4 walls, cover, and pockets, if any) and bushings shall be scanned for hot-spot. It is preferred that the equipment used for scanning be capable of continuously monitoring and broad scanning the transformer. The measured hot-spot temperature on each wall, bushings, covers and pockets, if any, shall be recorded and included in the certified test report. The hot-spot temperature rise of these parts shall not exceed the limits of temperature rise for continuous operation.
 - Winding hot spot and oil temperature rise shall be monitored using fiber optic probes as well as the 'standard' hot spot system. Fiber optic characteristics shall be included in the Certified Test Report.
 - Temperature rise test shall be performed prior to the dielectric testing of the transformer.
 - The winding temperature indicator circuit will be preset with the design values of the winding gradient so that the winding temperature indicator and circuit operation can be observed during the temperature rise test. The winding temperature indicator shall be reset (as necessary) to the actual tested winding gradient value from the temperature rise test, and any forms or checklist explaining or stating that this process has been completed shall be provided to the COS.
- 20) The winding hot spot rise shall be calculated using the following two methods and the larger value shall be used:
- a. Manufacturer's standard method.
 - b. Hot spot rise = (top oil rise) + (1.2) (winding gradient over average oil rise)
- 21) Gas chromatographic analysis – Dissolved gas-in-oil (DGA) samples will be taken prior to the start of the factory acceptance tests (FAT), after the dielectric tests, before and after heat run test, after the completion of the factory acceptance tests (FAT).
- a. The maximum allowable limits for dissolved gas-in-oil generated during the temperature rise tests are as follows:

DGA	
Gas	PPM
Hydrogen (H₂)	20
Carbon dioxide (CO₂)	250
Carbon monoxide (CO)	40
Methane (CH₄)	3
Ethane (C₂H₆)	2
Ethylene (C₂H₄)	1
Acetylene (C₂H₂)	Nondetectable

Table 8: DGA Allowable Limits

22) After FAT, perform a degree of polymerization test for the cellulosic insulation through IEEE standard calculation method and provide the reports. DP shall be more than 1000.

- These tests may be performed by the Bidder and reports provided to COS or performed as part of the FAT.

11.ADDITIONAL REQUIREMENTS

- The transformer and all auxiliaries shall be capable of outdoor operation under all weather conditions which are expected to be encountered in Seward, Nebraska. This includes a temperature range of minus (-) 30 degrees Celsius to plus (+) 100 degrees Celsius, and exposure to solar radiation.
- If the COS desires to review drawing preparation or inspect the equipment at the factory, at any time, COS representatives shall be allowed free access during business hours. Failure of the COS representative or inspector to call attention to any defect in material or workmanship shall not be construed as acceptance of the same.

12. ELECTRICAL CLEARANCES

- All electrical clearances for this equipment shall meet or exceed those stated in table 14 of IEEE C37.30.1 ([See Appendix E](#)). Column 3 of this table describes phase to phase electrical clearances and column 4 shows phase to ground electrical clearances.

13. BIDDING DOCUMENTS

GENERAL DATA

For evaluation purposes, bidders shall fill in the following data and provide it with the bid package.

TRANSFORMER WEIGHTS:

- 1. Weight of core and coil _____ lb.
- 2. Weight of tank and fittings _____ lb.
- 3. Weight of copper in windings _____ lb.
- 4. Weight of oil _____ lb.
- 5. Gallons of oil in transformer _____ gal.
- 6. Gallons of oil in LTC _____ gal.
- 7. Weight of total assembled unit _____ lb.
- 8. Weight of heaviest part as shipping _____ lb.

TRANSFORMER DIMENSIONS:

- 1. Height (overall) _____ in.
- 2. Depth (front to back) _____ in.
- 3. Width (side to side) _____ in.
- 4. Minimum un-tanking height (FND to crane hook) _____ in.

COOLING

- 1. Number of fans _____
- 2. Number of radiator banks _____

Comments:

SHIPPING DATA

List parts removed for shipment:

PAINTING

Describe method of painting and type of paint used:

IMPEDANCE:

The contractor shall supply the following design calculated impedances at 14MVA, 65°C:

	Positive Sequence	Zero Sequence
High to Low Voltage	_____	_____

SOUND LEVELS:

Calculated sound values at the rated voltage for 10/14 MVA load ratings at the stages of 65°C rise cooling: ___/___ db.

GUARANTEED PERFORMANCE DATA

For evaluation purposes, bidders shall fill in the following data and provide with bid package.

REGULATION:

Guaranteed regulation in percent for rated voltage, MVA (10) and frequency at 85°C average winding temperature, high to low voltage

- 1. Unity power factor _____ percent
- 2. 90 percent power factor _____ percent
- 3. 80 percent power factor _____ percent

Regulation table/curve – attach data sheet _____

Guaranteed regulation in percent for rated voltage, MVA (14) and frequency at 85°C average winding temperature, high to low voltage.

- 1. Unity power factor _____ percent
- 2. 90 percent power factor _____ percent
- 3. 80 percent power factor _____ percent
- 4. Regulation table/curve – attach data sheet _____

EXCITATION CURRENT:

Guaranteed excitation current in percent, at HV terminals.

- 1. 95 percent rated voltage _____ percent
- 2. 100 percent rated voltage _____ percent
- 3. 105 percent rated voltage _____ percent
- 4. 110 percent rated voltage _____ percent
- 5. Core excitation – attach data sheet _____

IMPEDANCE:

Guaranteed impedance in percent at 85°C average winding temperature on the ONAN rated of 14MVA

- 1. High to low voltage _____ percent
- 2. Guaranteed tolerance to bid impedance to actual impedance of:
 - i. High to low voltage _____ percent
- 3. Impedance table for all LTC positions for:
 - i. Nominal 12.47kV Tap – attached data sheet _____

FORCED COOLING:

Maximum continuous rating in MVA not exceeding 65° rise, 14MVA, copper temperature.

- 1. Loss of one-third of fans _____ MVA
- 2. Loss of two-thirds of fans _____ MVA
- 3. Auxiliary power requirement at maximum (65°C, continuous) _____ kW
- 4. Rated voltage of fan motors _____ V
- 5. Fan motor phasing (single, three) _____

EFFICIENCY:

Guaranteed efficiency in percent based on full load self-cooled rating.

- 1. One-quarter load _____ percent
- 2. One-half load _____ percent
- 3. Three-quarter load _____ percent
- 4. Full load _____ percent

LOSSES (USED FOR EVALUTION PURPOSES ONLY):

Guaranteed losses in kW at rated voltage and frequency at the specified temperature. If losses are determined at another temperature, Bidder shall compute and furnish them on the specified base for evaluation purposes.

- 1. No load losses at rated voltage and frequency at 20°C _____ kW
(1 used to calculate Excess No Load Loss Penalties – Evaluated at \$2,450/kW)

- 2. No load losses at 110% of rated voltage and at rated frequency at 20°C _____ kW

- 3. Load losses (ONAN rating, copper losses only at 85°C average winding temperature)
 - i. At 25 percent rated load _____ kW
 - ii. At 50 percent rated load _____ kW
 - iii. At 75 percent rated load _____ kW
 - iv. At 100 percent rated load _____ kW
(3.iv used to calculated Excess Load Loss Penalties – Evaluated at \$1,304/kW)

- 4. Total losses (ONAN rating, copper losses only at 85°C average winding temperature)
 - i. At 25 percent rated load _____ kW
 - ii. At 50 percent rated load _____ kW
 - iii. At 75 percent rated load _____ kW
 - iv. At 100 percent rated load _____ kW

- 5. Auxiliary losses
 - i. With no cooling fans _____ kW
 - ii. With Stage 1 cooling _____ kW
 - iii. With Stage 1 and 2 cooling _____ kW
(5.iii used to calculate Excess Auxiliary Loss Penalties – Evaluated at \$756/kW)

LOSS MEASUREMENT ACCURACY:

- 1. No load losses – error less than _____ percent
- 2. Load losses – error less than _____ percent

TEMPERATURE:

Guaranteed temperature rise at 14MVA

- 1. High voltage
 - i. Winding _____ °C
 - ii. Hot spot _____ °C
- 2. Low voltage
 - i. Winding _____ °C
 - ii. Hot spot _____ °C

PARTIAL DISCHARGE LEVEL:

Guaranteed RIV level _____ μV

Guaranteed partial discharge level _____ pC

ADDITIONAL INFORMATION

For evaluation purposes, Bidders shall fill in the following data and provide it with bid the package.

- 1. What is the recommended maintenance/inspection intervals required during the first 500,000 LTC operations? Give the intervals and describe the required action at each.

- 2. Will the LTC equipment, if in operation at the time of through fault on the LV side, successfully complete the tap change?
Yes/No

- 3. If control power is lost during a tap change, will the LTC equipment complete the change using stored mechanical energy? Yes/No

If "No", what are the ramifications?

- 4. LTC Equipment:

- i. Type of interrupter: _____
- ii. Regulating location and type: _____
- iii. BIL and ampacity ratings: _____

- 5. Would the oil level of the main tank have to be lowered to the point where the core and coil are exposed for maintenance of the LTC tap board barriers or gaskets?

Yes/No

- 6. Would the oil level of the main tank have to be lowered to the point where the core and coil is exposed for removal or installation of any high or low voltage or neutral bushing?

Yes/No

If "Yes", which one(s)? _____

- 7. Describe briefly the method used to dry the transformer to ensure dryness as required by this specification.

- 8. Gasket Material:

- i. What type of material is used? _____
- ii. Are bushing gaskets recessed? Yes/No
- iii. Are hand hole gaskets recessed? Yes/No
- iv. Are LTC covers recessed? Yes/No

- 9. Gas Accumulator Relays:

- i. Type: _____
- ii. Manufacturer: _____
- iii. Catalog Number: _____
- iv. Location: _____

- 10. Are fan motors designed so that an overload protection device is not required for locked rotor condition?

Yes/No

If "No", What type of overload protection device will be provided? _____

11. What is the limiting factor for overload capability of the transformer?

	<u>Rating (Amps)</u>	<u>% over 14MVA rating</u>
Bushings	_____	_____
LTC	_____	_____
Other	_____	_____

Comments:

12. In addition to your obligations under this specification, in case of equipment failure, what is your policy relative to replacing failed equipment? (May attach support document)

13. Has a transformer similar in design to that proposed under this specification been tested for the ability to withstand a short circuit per this specification? (May attach support document)

14. Tank structural capability:

- i. Number of tank ruptures in the last 10 years? _____
- ii. Number of gallons of oil lost for each incident? (Approximate, may attach support documents)

15. State the type of oil preservation system

16. Equipment being bid:

Please populate the below table per the transformer being proposed.

Vendor Bid			
Equipment	Manufacturer	Model	Part Number
34.5kV Bushings (H1,2,3)			
12.47kV Bushings (X1,2,3,0)			
Core Ground Bushings			
Insulation Paper on Windings			
Support Methods for Leads in Core and Coil			
Liquid Level Indicators			
Temperature Monitor			
LTC Control			
Ball Valves			
Butterfly Valves			
Expansion Tank Rubber Bladder			
Fault Gas and Moisture in Oil Monitor			

Pressure Relief Devices			
34.5kV Surge Arrestors			
12.47kV Surge Arrestors			
Shorting Blocks for CT leads			
Sudden Pressure Relay – LTC			
Sudden Pressure Relay – Main Tank			
Cooling Fans			
Paint			
Insulating Oil			
Load Tap Changer			
De-Energized Tap Changer			
Magnetic Liquid Level Gauge			
LTC Motor Drive			
Remote Tap Position Indicator			
Control Wiring			
Core Material			
Core Type			

Table 9: Vendor Bid

17. Experience and Performance of Bidder – Experience and performance of the Bidder may be used in the evaluation process:

- i. Provide a list of transformers manufactured in the past 10 years with a high side nominal voltage rating greater than or equal to 12.47kV. (Include year of manufacture, cooling type, MVA and voltage ratings) (May attach supporting documents)
- ii. Provide a list of in-service failures during the past 10 years in accordance with the IEEE C57.117 failure reporting guide. List the failure percent by a summary for each failure.
- iii. Provide a list of factory test failures for the past five years. A failure is defined as an instance where the active part was removed from the tank to make repairs. List by year the percent of such failures and a description for each failure.

18. Availability of Parts and Service:

- i. Replacement parts for the transformer shall be available from manufacturer’s factory located at _____
- ii. Contractor’s service headquarters for the State of Nebraska area is located at _____
- iii. The transformer will be built at the Bidder’s factory located at _____
- iv. Warranty work would be performed at the Bidder’s factory located at _____

19. Schedule:

- i. State the quoted lead time from date of PO Issuance: _____ weeks
- ii. State the number of weeks after PO issuance that preliminary drawings will be submitted for COS approval: _____ weeks
- iii. State the number of weeks after PO issuance that final drawings will be submitted to COS: _____ weeks

- iv. State the number of weeks required for manufacturing and assembly of the transformer after final drawing approval: _____ weeks
- v. State the number of weeks before transformer shipment that certified test reports will be submitted to COS: _____ weeks
- vi. State the number of weeks it will take to complete the field assembly and testing of the transformer after it arrives on site: _____ weeks

EXCEPTIONS

For evaluation purposes, Bidders shall clearly state any and all exceptions taken to the specification. **Separate page may be attached to bid. Must be clearly labeled: "EXCEPTION: SPECIFICATION SECTION # _____ - CHANGE"**

Exceptions List			
Section	Requirement	Change	Comments

Table 10: Exceptions List

SCHEDULE OF ITEMS BID

For evaluation purposes, Bidders shall fill in the following data and provide with bid package.

BASE PRICE

The Contract provides for the furnishing of all labor and materials necessary to manufacture and deliver* one (1) 10/12/14MVA 34,500 - 12,470/7,200V (34.5-12.47/7.2kV) Power Transformer to COS's Substation. Overall project scope includes installation of one (1) new transformer. This transformer procurement contract includes the manufacturing, factory and field testing, delivery, assembly, and vacuum filling (if applicable). The transformer shall be delivered and unloaded by the **Seller** on concrete foundations (prepared by Owner) at the project location.

*Delivery MUST include all freight and/or roadway taxes/tariffs and fees. F.O.B. destination transformer pads are located at _____ Substation.

The price shall include a base five (5) year warranty. The warranty begins when all field services have been completed. Field services shall be completed within 12 days of delivery. Extension given for unintended weather or COS related delays.

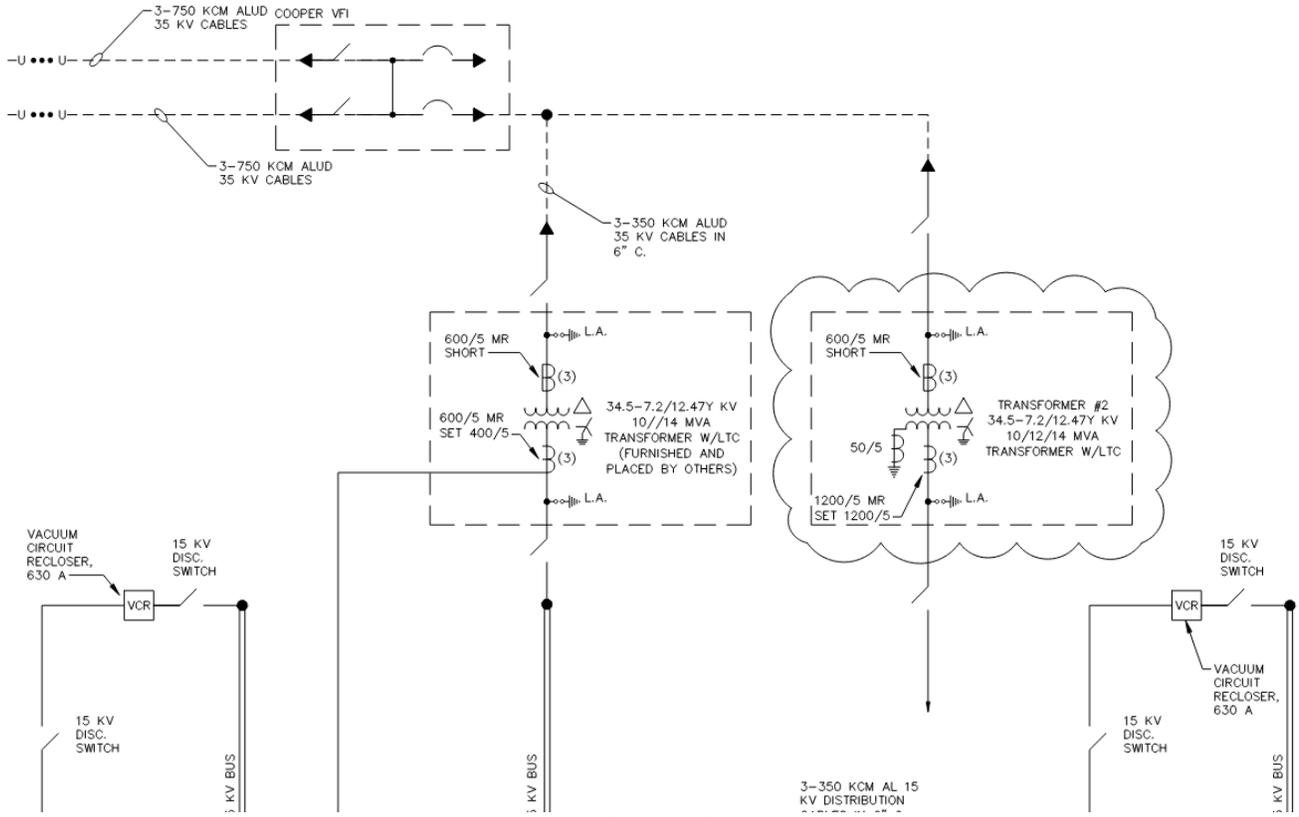
Exceptions to the specification are allowed, but not preferred. All exceptions need to be approved by COS or an authorized representative. No exceptions will be allowed after the order has been awarded to the qualified vendor.

Base Bid Price: \$ _____

14. APPENDICES

APPENDIX A: INDUSTRIAL SUBSTATION PRELIMINARY ONE LINE DIAGRAM

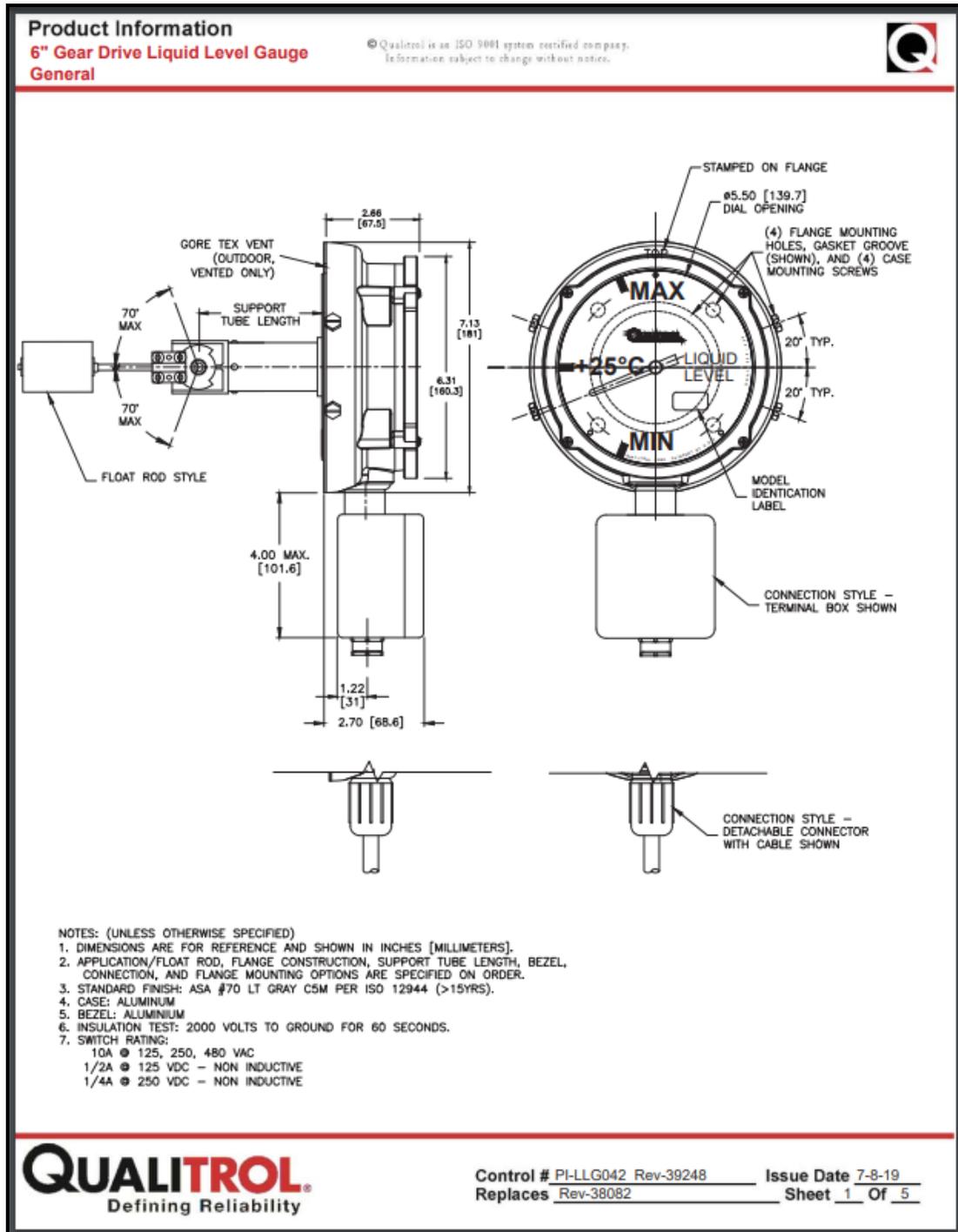
[Larger version attached see “](#)



[One-Line" PDF](#)

APPENDIX B: LEVEL GAUGE

Qualitrol Oil Level Indicator Model No. 042



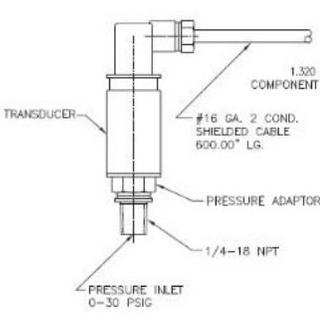
APPENDIX C: RAPID PRESSURE RISE RELAY

Qualitrol 930 Electronic Pressure Monitor

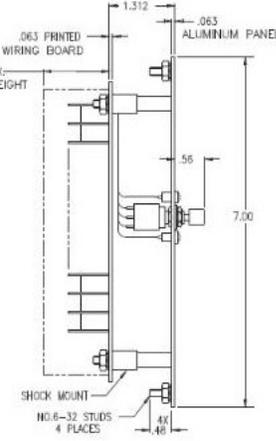


QUALITROL® 930 electronic pressure monitor

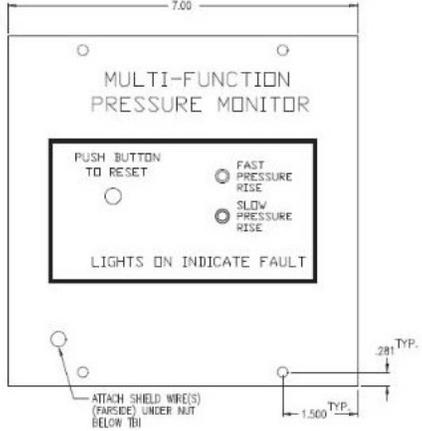
Single sensor pressure monitor



TRANSUCER
#16 GA. 2 COND. SHIELDED CABLE 600.00" LG.
PRESSURE ADAPTOR
1/4-18 NPT
PRESSURE INLET 0-30 PSIG

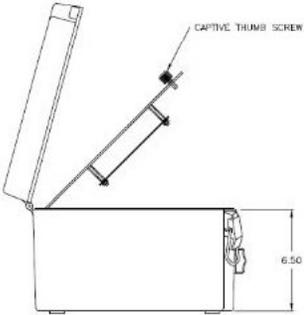


.063 PRINTED WIRING BOARD
1.320 MAX. COMPONENT HEIGHT
1.312
.063 ALUMINUM PANEL
56
7.00
SHOCK MOUNT
NO. 6-32 STUDS 4 PLACES
4X .48

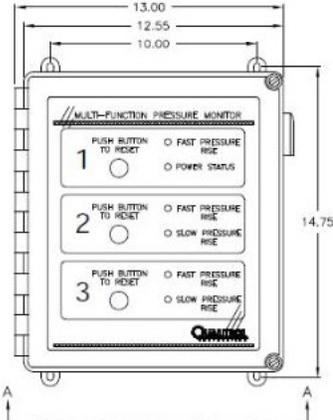


7.00
MULTI-FUNCTION PRESSURE MONITOR
PUSH BUTTON TO RESET
FAST PRESSURE RISE
SLOW PRESSURE RISE
LIGHTS ON INDICATE FAULT
ATTACH SHIELD WIRE(S) (FAR SIDE) UNDER NUT BELOW TBI
281 TYP.
1.500 TYP.

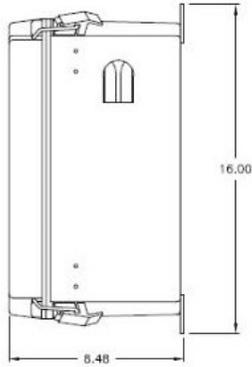
Multi-sensor pressure monitor



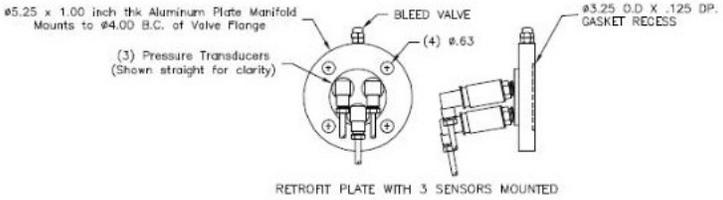
CAPTIVE THUMB SCREW
6.50
VIEW "A-A"



13.00
12.55
10.00
14.75
MULTI-FUNCTION PRESSURE MONITOR
1 PUSH BUTTON TO RESET FAST PRESSURE RISE POWER STATUS
2 PUSH BUTTON TO RESET FAST PRESSURE RISE SLOW PRESSURE RISE
3 PUSH BUTTON TO RESET FAST PRESSURE RISE SLOW PRESSURE RISE
QUALITROL



16.00
6.48



ø5.25 x 1.00 inch thk Aluminum Plate Manifold Mounts to ø4.00 B.C. of Valve Flange
(3) Pressure Transducers (Shown straight for clarity)
BLEED VALVE
(4) ø.63
ø3.25 O.D X .125 DP. GASKET RECESS
RETROFIT PLATE WITH 3 SENSORS MOUNTED

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QUALITROL®
Defining Reliability

Email info@qualitrolcorp.com
www.qualitrolcorp.com

APPENDIX D: FALL ARREST BASE PLATE

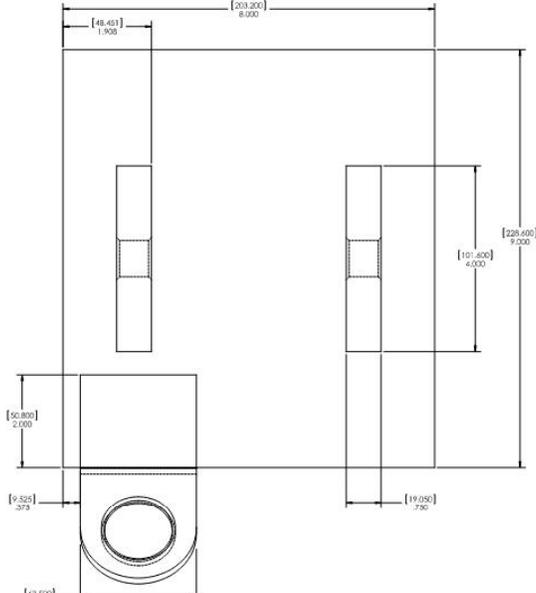
Pelsue FB-SW3



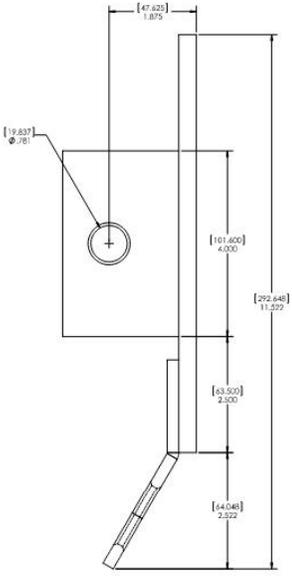
PELSUE®

Product Specifications

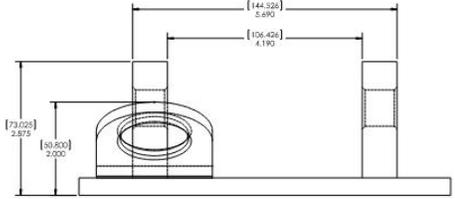
Model: FB-SW3 Fall Arrest Post Base Plate With Tie-Off Anchor, 2-Ear Pin Mount - Weld-On



**MODEL FB-SW3
TOP VIEW**



**MODEL FB-SW3
SIDE VIEW**



**MODEL FB-SW3
FRONT VIEW**

Dimensions displayed in;
inches [millimeters]



T.A. Pelsue Company
 2500 S. Tejon St.
 Englewood, CO 80110
 Ph: 1-800-525-8460, (303) 936-7432
 Fax: (303) 934-5581
 Web: www.pelsue.com E-mail: sales@pelsue.com

950073-003 - Product Specifications - Model FB-SW3 Base Plate - Rev 02 - 11-01-2018

APPENDIX E: ELECTRICAL CLEARANCES

IEEE C37.30.1 Table 14

IEEE Std C37.30.1-2011
IEEE Standard Requirements for AC High-Voltage Air Switches Rated Above 1000 V

Table 14—Phase spacing and ground clearance for station class outdoor air switches

Line number	Rated maximum voltage (rms kV)	Rated lightning impulse withstand voltage (kV peak)	Minimum phase-to-metal distance disconnecting switches ^a		Ground clearance ^b		Centerline-to-centerline phase spacings ^c							
			Metal-to-metal distance disconnecting switches ^a		Recommended (mm)	Minimum (mm)	Vertical break disconnecting switches and bus supports		Side break (horizontal break) disconnecting switches		All horn-gap switches (vertical and side break)			
			(mm)	(in)			(mm)	(in)	(mm)	(in)	(mm)	(in)		
1	8.3	95	178	7	191	7.5	152	6	457	18	762	30	914	36
2	15.5	110	305	12	254	10	178	7	610	24	762	30	914	36
3	27	150	381	15	305	12	254	10	762	30	914	36	1220	48
4	38	200	457	18	381	15	330	13	914	36	1220	48	1520	60
5	48.3	250	533	21	457	18	432	17	1220	48	1520	60	1830	72
6	72.5	250	533	21	457	18	432	17	1220	48	1520	60	1830	72
7	350*	31	787	31	737	29	635	25	1520	60	1830	72	2130	84
8	123	350	787	31	737	29	635	25	1520	60	1830	72	2130	84
9	450	450	1120	44	991	39	846	34	1830	72	2310	91	2620	103
10	550*	550*	1350	53	1190	47	1070	42	2130	84	2740	108	3050	120
11	145	350	787	31	737	29	635	25	1520	60	1830	72	2130	84
12	450	450	1120	44	991	39	846	34	1830	72	2310	91	2620	103
13	550	550	1350	53	1190	47	1070	42	2130	84	2740	108	3050	120
14	650*	650*	1600	63	1330	52.5	1270	50	2440	96	3350	132	3660	144
15	170	450	1120	44	991	39	846	34	1830	72	2310	91	2620	103
16	550	550	1350	53	1190	47	1070	42	2130	84	2740	108	3050	120
17	650	650	1600	63	1330	52.5	1270	50	2440	96	3350	132	3660	144
18	750*	750*	1830	72	1560	61.5	1470	58	2740	108	3960	156	4270	168
19	245	550	1350	53	1190	47	1070	42	2130	84	2740	108	3050	120
20	650	650	1600	63	1330	52.5	1270	50	2440	96	3350	132	3660	144
21	750	750	1830	72	1560	61.5	1470	58	2740	108	3960	156	4270	168
22	900*	2260	2260	89	1930	76	1800	71	3350	132	4870	192	5500	216
23	1050	2670	2670	105	2300	90.5	2110	83	3960	156	5500	216	6100	240
24	362	1050	2670	105	2300	90.5	2130	84	3960	156	5500	216	6100	240
25	1300*	3020	3020	119	2690	106	2640	104	4430	174	See Note	See Note	6100	240
26	550	1550	d	d	d	d	3150	124	d	d	d	d	7620	300
27	1800*	d	d	d	d	d	3660	144	7620	300	d	d	8230	324
28	800	2050	d	d	d	d	4220	166	d	d	d	d	15240	600

NOTE—Close lightning arrester coordination may allow lower lightning impulse values. Trapezoidal values are indicated with an asterisk (*).

- ^a Minimum metal-to-metal distance may be modified, providing proof of performance is substantiated by dielectric tests.
- ^b Ground clearance for switches with voltages 362 kV and above are based on switching surge voltage levels. Refer to "Minimum Electrical Clearances" [B1].
- ^c The phase spacings in column 6, column 7, and column 8 are recommended values. Overall width of switch and bus support energized parts, angle of opening of side break switches, etc., may allow a reduction in phase spacing depending upon voltage concentration on sharp projections. Resultant metal-to-metal distances between phase-energized parts should not be less than that shown in column 3.
- ^d Values not yet established.



S.O. Quantity
2

M-2001D-6L4S20C0P0

Approved discount %

M-2001D DIGITAL TAPCHANGER CONTROL
2024 Order Worksheet

DCO #8652 REV 0 10/01/2023

Internal Use Only	
Sales Order#	
CAD Price	
Material Part#	
Customer Part#	
Customer	

Customer Specific Requirements

SMART MODEL NUMBER: M-2001D- 6 L 4S 20 C 0 P 0 0

M-2001D FEATURES

UNIT DESCRIPTION: The M-2001D, Digital Tapchanger Control, is designed for initial OEM installation on new transformers or to replace existing transformer controls. The M-2001D, Digital Tapchanger Control, carries on the philosophy of easy retrofit of older controls using a variety of adapter panels, four screws and a disconnect plug. The M-2001D is backwards compatible with all existing adapter panels except the M-2130 and M-2131. Local communications capability is provided using the TapTalk® Communications Software to monitor and program all functions via direct USB connection (*Software is available for download from website link which is provided after purchase*). Various serial communication options are available for connection to SCADA. Communication protocols supported by the M-2001D include: DNP3.0, and MODBUS standard with IEC-61850 optional. Serial communications physical layer can be RS-232, fiber optic (ST as well as V-pin), or RS-485. True Ethernet supporting multiple concurrent sessions can be over copper (RJ-45) or over fiber optics (ST connectors). Optional BlueTooth® is available with a range of more than 1000 meters. The M-2001D comes standard with Power Quality functions which provides Sequence of Events, Oscillography, Harmonics Analysis and Data Logging to truly support Smart Grid requirements.

M-2001D ACCESSORIES

ACCESSORIES

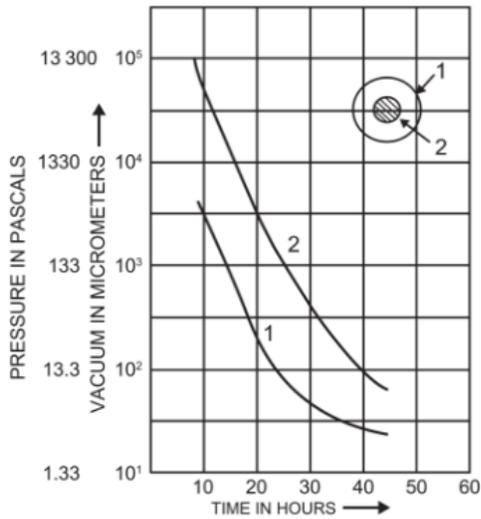
Current Loop Interface Module			M-2025B	<input type="checkbox"/>
Current Loop Interface Module <i>(necessary for Beckwith Tap Position Sensor)</i>			M-2025D	<input type="checkbox"/>
Control Power Backup Supply, AC/DC			M-2026-24 M-2026-48 M-2026-120	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Control Power Backup Supply, AC only			M-2027	<input type="checkbox"/>
USB Cable			420-10102	<input type="checkbox"/>
SmartFlash SD Card			430-00456	<input type="checkbox"/>
Class 1 type Bluetooth USB adapter for Laptop Computers that supports 300 meters of wireless transmission distance.			430-00498	<input type="checkbox"/>
10' RS-232 Serial Null-Modem Cable (DB9 to DB9)			M-0423	<input type="checkbox"/>
Additional M-2001D English Instruction Book(s)			800-2001D-IB	<input checked="" type="checkbox"/>
Additional M-2001D Spanish Instruction Book(s)			800-2001D-ESPIB	<input type="checkbox"/>

Prices listed are in US dollars and subject to change without notice.
All orders are subject to Hubbell Power Systems, Inc. Terms & Conditions of Sales.

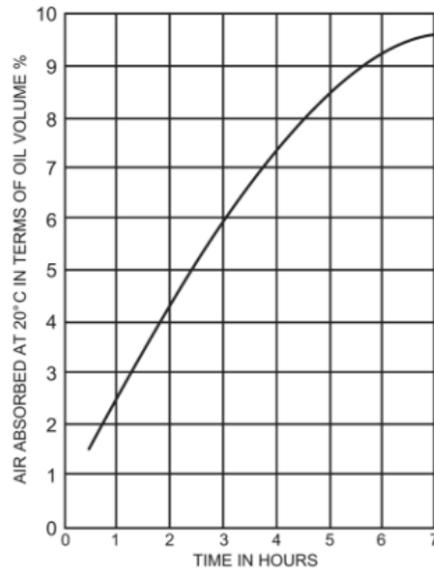
Beckwith Electric • 6190-118th Avenue North • Largo, FL 33773-3724 U.S.A.
(727) 544-2326 • FAX (727) 546-0121
BeckwithElectricControlSales@hubbell.com • www.beckwithelectric.com

CONSULT FACTORY REFERS TO PRICE CONFIRMATION,
DELIVERY CONFIRMATION AND/OR SPECIFICS OF CUSTOMER CONFIGURATION

APPENDIX G: MOISTURE EQUILIBRIUM CHART

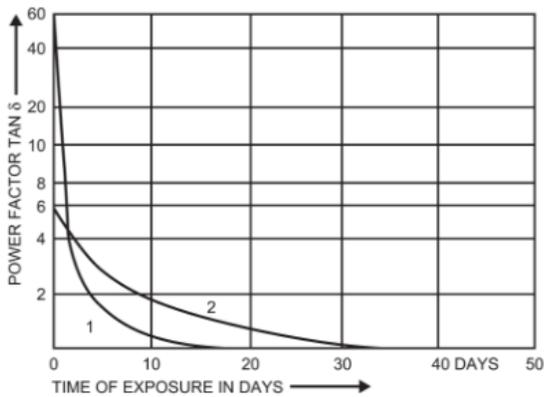


(b) Vacuum penetration of cable insulation
Curve 1—vacuum in drying tank
Curve 2—vacuum at conductor surface

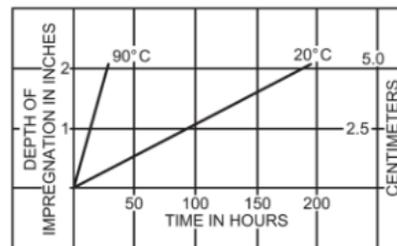


(d) Absorption of air by degassed transformer oil

NOTE—Curves illustrate trend of certain characteristics for components of conventional oil-immersed insulation system under specific test conditions.



(a) Drying of moistened oil-impregnated and non-impregnated paper
Curve 1—non-impregnated paper
Curve 2—oil-impregnated paper



(c) Oil-impregnated depth of press-board versus time after vacuum application and immersion in transformer oil

APPENDIX H: SEL-2414 I/O LIST

- Slot A Power Supply Voltage:
 - 125-250Vdc (120-240Vac)
- Slot B Processor Selection: Ethernet / EIA-232, IRIG Connector:
 - Single 10/100BASE-T/ SEL Protocols, Modbus, DNP3
- Slot C Card Selection:
 - 4DI (125 Vdc/Vac) / 3DO (Standard 2 Form C and 1 Form B)
- Slot D Card Selection:
 - 10 RTD Analog Inputs
- Slot E Card Selection:
 - 3ACI / 3AVI (300Vac Max, 5 A Phase)
- Slot Z Card Selection:
 - 8AI (± 20 mA or ± 10 V Selectable)

FUNCTION	TYPE
Fan Bank 1 Contactor	DI
Fan Bank 2 Contactor	DI
Fan Trip	DI
SPR N.O. Contact	DI
SPR N.C. Contact	DI
Transformer Breaker 52a	DI
Nitrogen Pressure Off Normal	DI
LTC Tap Position	DI
LTC Operation Counter	DI
Fan Bank 1 Motor Amperes	AI
Fan Bank 2 Motor Amperes	AI
Fan Bank 1 Off	DO (N.C.)
Fan Bank 2 Off	DO (N.C.)
Trip	DO (N.O.)
Aging and Efficiency Alarms	DO (N.O.)
Critical Alarms	DO (FORM C)
Ambient Temperature RTD	RTD
Top-Oil Temperature RTD	RTD
IA	ACI
IB	ACI
IC	ACI
VA	ACI
VB	ACI
VC	ACI
Connection to SCADA	ETHERNET OR SERIAL

3. Consideration of an Ordinance to Amend the Comprehensive Pay Plan, Creating the Facility Director, Wellness Center Lead Attendant, Wellness Center Attendant, Child Watch Attendant, and Wellness Lifeguard Positions - City Administrator Butcher

ORDINANCE NO. 2025-4

AN ORDINANCE TO PROVIDE FOR ANNUAL CLASSIFICATION OF OFFICERS AND EMPLOYEES OF THE CITY OF SEWARD, NEBRASKA; TO CREATE THE CHILD WATCH ATTENDANT, FACILITY DIRECTOR, WELLNESS LIFEGUARD, WELLNESS CENTER LEAD ATTENDANT, AND WELLNESS CENTER ATTENDANT POSITIONS; TO PROVIDE FOR LONGEVITY PAY AND PAYMENT OF PART-TIME EMPLOYEES; TO PROVIDE FOR A DATE SUCH CLASSIFICATION AND PAY RANGES OF COMPENSATION SHALL BECOME EFFECTIVE; TO PROVIDE FOR PUBLICATION IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SEWARD, NEBRASKA:

Section 1. CLASSIFICATION, RANGES OF COMPENSATION. The classification of officers and employees of the City of Seward, Nebraska, pay grades and ranges of compensation for such classification are as follows:

2024-2025 SALARY SCHEDULE PAY RANGE RATES

A. CLERICAL (HOURLY)	MIN	MAX
Payroll Clerk	20.71	27.99
Utility Billing/Account Clerk	18.40	25.86
Administrative Assistant	17.81	25.09
Admin Assistant – Municipal Bldg	16.87	22.99
Library Assistant II	19.04	25.05
Library Assistant I	14.55	17.00
Library Clerk	11.77	14.67
Aging Services Commission Assistant	17.75	25.52
Clubhouse Bartender	15.45	18.54
Golf Shop Seasonal Employee	11.58	14.04
B. LABOR & TRADES (HOURLY)	MIN	MAX
Civic Center Assistant	11.55	13.48
Custodian	14.96	22.28
Electric Line Crew Chief	45.08	56.15
Electric Journeyman Lineman	39.83	53.68
Electric Lineman	39.83	53.68
Electric Seasonal Groundman	22.02	25.97
Meter Maintenance Utility Worker	20.37	26.78
Utilities Locator	19.75	36.94
Assistant Public Properties Director	24.49	30.85
Public Properties Maintenance Worker	17.47	25.81
Child Care Director	21.15	25.77
Child Watch Attendant	13.50	14.50
Facility Director	20.19	24.60
Wellness Lifeguard	11.55	12.81
Wellness Center Lead Attendant	14.50	15.50
Wellness Center Attendant	13.50	14.50

Street Foreman	26.67	34.48
Street Maintenance Worker III	21.52	28.21
Street Maintenance Worker II	19.19	25.88
Street Maintenance Worker I	18.60	23.26
Burn Site Assistant	11.81	16.96
Recycling Center Worker	11.81	16.96
Facility Maintenance Supervisor	27.70	36.78
WW Treatment/Sanitary System Operator	23.06	30.67
Senior Utility Maintenance Worker II	25.39	34.14
Utility Maintenance Worker II	24.07	33.02
Utility Maintenance Worker I	21.84	29.11
Summer Seasonal Laborer	15.02	15.61
Pool Manager	14.09	16.67
Assistant Pool Manager	12.17	14.44
Swim Program Coordinator	11.87	14.03
Lifeguard	11.55	12.81
Pool Office/Concession Work	11.55	12.81
Water Safety Instructor	11.55	12.81
Water Safety Instructor Aide	7.68	8.33
C. PUBLIC SAFETY (HOURLY)	MIN	MAX
Police Sergeant	30.22	39.54
Police Officer II	29.02	35.41
Police Officer I	26.69	33.21
Administrative Secretary/Records Clerk	18.62	25.61
Community Service Officer	16.23	22.97
D. SUPERVISORY, TECHNICAL & ADMINISTRATIVE (MONTHLY)	MIN	MAX
City Administrator	11,253	13,582
Chief of Police	7,706	9,530
City Engineer	7,032	9,375
Police Captain	6,752	8,016
Electric Superintendent	8,241	10,291
Public Properties Director	6,001	7,461
City Clerk/Human Resources Director	5,916	8,214
Water/Wastewater Director	5,689	8,453
Street Superintendent	5,871	7,512
Finance Director/Treasurer	7,577	9,702
Library Director	5,204	6,456
Deputy Treasurer	4,998	6,112
Golf Course Superintendent	4,998	5,828
Building/Zoning/Code Enforcement Director	5,094	6,356
Executive Director of Wellness Center	4,998	5,828
Assistant Recreation Director	3,632	5,348
Golf Shop Manager	3,494	4,545
Assistant Library Director	3,486	4,713
Civic Center Manager	3,698	4,098

Section 2. LONGEVITY PAY. Each employee, who has completed their introductory period, will, for each year of service to the City, receive three dollars and forty-seven cents (\$3.47) per month if classified as exempt, or two cents (\$0.02) per hour if classified as non-exempt. This pay will be in addition to the established base pay in their classification as set forth in Section One of this ordinance.

Section 3. COMPENSATION PAYABLE BIWEEKLY. The compensation and salary fixed for the respective officers and employees of the City by this ordinance shall be paid biweekly.

Section 4. PART-TIME EMPLOYEES. Persons employed by the City on a part-time or occasional basis shall be paid on an hourly rate and at such time as shall be fixed by the Mayor and Council by motion.

Section 5. REPEAL. Any City of Seward ordinance, resolution, or employee handbook or part of any ordinance, resolution, or employee handbook of the City of Seward, Nebraska in conflict with this Ordinance is hereby repealed to the extent of such conflict.

Section 6. WHEN OPERATIVE. This ordinance shall be effective after its approval, passage and publication as required by law and the ordinances of the City.

Passed and approved this 21st day of January, 2025.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Derek Bargmann, City Clerk

(SEAL)

2024-2025 (EFFECTIVE 1ST FULL PAY PERIOD FOLLOWING OCTOBER 1, 2024)

POSITION	CLERICAL (HOURLY)								
	1	2	3	4	5	6	7	8	9
PAYROLL CLERK	20.71	21.62	22.53	23.44	24.35	25.26	26.17	27.08	27.99
UTIL BILLING/ACCOUNT CLERK	18.40	19.33	20.26	21.20	22.13	23.06	24.00	24.93	25.86
ADMIN ASSISTANT	17.81	18.72	19.63	20.54	21.45	22.36	23.27	24.18	25.09
ADMIN ASSISTANT - MUNI BUILDING	16.87	17.64	18.40	19.17	19.93	20.70	21.46	22.22	22.99
LIBRARY ASSISTANT II	19.04	19.80	20.55	21.30	22.05	22.80	23.55	24.30	25.05
LIBRARY ASSISTANT I	14.55	14.86	15.16	15.47	15.77	16.08	16.38	16.69	17.00
LIBRARY CLERK	11.77	12.13	12.50	12.86	13.22	13.58	13.94	14.31	14.67
AGING SERV. COMM. ASSISTANT	17.75	18.72	19.69	20.66	21.64	22.61	23.58	24.55	25.52
CLUBHOUSE BARTENDER	15.45	15.84	16.22	16.61	17.00	17.38	17.77	18.15	18.54
GOLF SHOP SEASONAL EMPLOYEE	11.58	11.88	12.19	12.50	12.81	13.12	13.42	13.73	14.04

POSITION	LABOR & TRADES (HOURLY)								
	1	2	3	4	5	6	7	8	9
CIVIC CENTER ASSISTANT	11.55	11.79	12.03	12.27	12.51	12.76	13.00	13.24	13.48
CUSTODIAN	14.96	15.87	16.79	17.70	18.62	19.53	20.45	21.36	22.28
ELECTRIC LINE CREW CHIEF	45.08	46.47	47.85	49.23	50.61	52.00	53.38	54.76	56.15
ELECTRIC JOURNEYMAN LINEMAN	39.83	41.56	43.29	45.03	46.76	48.49	50.22	51.95	53.68
ELECTRIC LINEMAN	39.83	41.56	43.29	45.03	46.76	48.49	50.22	51.95	53.68
ELECTRIC SEASONAL GROUNDMAN	22.02	22.51	23.01	23.50	23.99	24.49	24.98	25.47	25.97
METER MAINTENANCE UTILITY WORKER	20.37	21.17	21.98	22.78	23.58	24.38	25.18	25.98	26.78
UTILITIES LOCATOR	19.75	21.89	24.04	26.19	28.34	30.49	32.64	34.79	36.94
ASSIST. PUBLIC PROP. DIRECTOR	24.49	25.29	26.08	26.88	27.67	28.47	29.26	30.05	30.85
PUBLIC PROP. MAINTENANCE WORKER	17.47	18.51	19.55	20.60	21.64	22.68	23.73	24.77	25.81
SUMMER SEASONAL LABORER	15.02	15.61							
POOL MANAGER	14.09	14.41	14.73	15.06	15.38	15.70	16.02	16.34	16.67
ASST. POOL MANAGER	12.17	12.46	12.74	13.02	13.31	13.59	13.87	14.16	14.44
SWIM PROGRAM COORDINATOR	11.87	12.14	12.41	12.68	12.95	13.22	13.49	13.76	14.03
POOL LIFEGUARD	11.55	11.70	11.86	12.02	12.18	12.34	12.50	12.65	12.81
POOL OFFICE/CONCESSIONS	11.55	11.70	11.86	12.02	12.18	12.34	12.50	12.65	12.81
WATER SAFETY INSTR.	11.55	11.70	11.86	12.02	12.18	12.34	12.50	12.65	12.81
WATER SAFETY INSTR. AIDE	7.68	7.76	7.85	7.93	8.01	8.09	8.17	8.25	8.33
CHILD CARE DIRECTOR	21.15	21.73	22.31	22.89	23.46	24.04	24.62	25.20	25.77
CHILD WATCH ATTENDANT	13.50	14.50							
FACILITY DIRECTOR	20.19	20.74	21.29	21.84	22.40	22.95	23.50	24.05	24.60
WELLNESS LIFEGUARD	11.55	11.70	11.86	12.02	12.18	12.34	12.50	12.65	12.81
WELLNESS CENTER LEAD ATTENDANT	14.50	15.50							
WELLNESS CENTER ATTENDANT	13.50	14.50							
STREET FOREMAN	26.67	27.64	28.62	29.60	30.58	31.55	32.53	33.51	34.48
STREET MAINT. WORKER III	21.52	22.35	23.19	24.03	24.86	25.70	26.54	27.37	28.21
STREET MAINT. WORKER II	19.19	20.03	20.86	21.70	22.54	23.37	24.21	25.05	25.88
STREET MAINT. WORKER I	18.60	19.18	19.77	20.35	20.93	21.51	22.09	22.68	23.26

RECYCLING WORKER	11.81	12.46	13.10	13.75	14.39	15.03	15.68	16.32	16.96
BURN SITE ASSISTANT	11.81	12.46	13.10	13.75	14.39	15.03	15.68	16.32	16.96
FACILITY MAINTENANCE SUPERV	27.70	28.83	29.97	31.10	32.24	33.37	34.51	35.65	36.78
WW TRMT / SANITARY SYS OPER	23.06	24.01	24.96	25.92	26.87	27.82	28.77	29.72	30.67
SENIOR UTIL. MAINT. WORKER II	25.39	26.48	27.58	28.67	29.77	30.86	31.96	33.05	34.14
UTIL MAINT. WORKER II	24.07	25.19	26.31	27.43	28.55	29.67	30.78	31.90	33.02
UTIL MAINT. WORKER I	21.84	22.74	23.65	24.56	25.47	26.38	27.29	28.20	29.11

POLICE (HOURLY)

POSITION	1	2	3	4	5	6	7	8	9
POLICE SERGEANT	30.22	31.39	32.55	33.72	34.88	36.05	37.21	38.38	39.54
POLICE OFFICER II	29.02	29.81	30.61	31.41	32.21	33.01	33.81	34.61	35.41
POLICE OFFICER I	26.69	27.50	28.32	29.13	29.95	30.76	31.58	32.39	33.21
ADM/SEC RECORDS CLK PD	18.62	19.50	20.37	21.24	22.11	22.99	23.86	24.73	25.61
COMMUNITY SERVICE OFFICER	16.23	17.07	17.92	18.76	19.60	20.44	21.28	22.13	22.97

ADVISORY, TECHNICAL, ADMINISTRATIVE (MONTHLY)

POSITION	1	2	3	4	5	6	7	8	9
CITY ADMINISTRATOR	11,253	11,544	11,835	12,126	12,417	12,708	12,999	13,290	13,582
CHIEF OF POLICE	7,706	7,934	8,162	8,390	8,618	8,846	9,074	9,302	9,530
CITY ENGINEER	7,032	7,325	7,618	7,911	8,203	8,496	8,789	9,082	9,375
POLICE CAPTAIN	6,752	6,910	7,068	7,226	7,384	7,542	7,700	7,858	8,016
ELECTRIC SUPERINTENDENT	8,241	8,497	8,753	9,010	9,266	9,522	9,778	10,035	10,291
PUBLIC PROPERTIES DIRECTOR	6,001	6,183	6,366	6,548	6,731	6,914	7,096	7,279	7,461
CITY CLERK/HR DIRECTOR	5,916	6,204	6,491	6,778	7,065	7,353	7,640	7,927	8,214
W/WWTW DIRECTOR	5,689	6,034	6,380	6,725	7,071	7,417	7,762	8,108	8,453
STREET SUPERINTENDENT	5,871	6,076	6,281	6,486	6,691	6,896	7,102	7,307	7,512
FINANCE DIRECTOR/TREASURER	7,577	7,842	8,108	8,374	8,639	8,905	9,170	9,436	9,702
LIBRARY DIRECTOR	5,204	5,360	5,517	5,673	5,830	5,986	6,143	6,299	6,456
DEPUTY TREASURER	4,998	5,137	5,276	5,415	5,555	5,694	5,833	5,973	6,112
GOLF COURSE GROUNDS SUPERINTENDENT	4,998	5,101	5,205	5,309	5,413	5,516	5,620	5,724	5,828
BLDG/ZONING/CODE ENFORCEMENT	5,094	5,252	5,410	5,568	5,725	5,883	6,041	6,198	6,356
EXECUTIVE DIRECTOR WELLNESS CENTER	4,998	5,101	5,205	5,309	5,413	5,516	5,620	5,724	5,828
ASSISTANT RECREATION DIRECTOR	3,632	3,846	4,061	4,275	4,490	4,704	4,919	5,133	5,348
GOLF SHOP MANAGER	3,494	3,625	3,757	3,888	4,020	4,151	4,282	4,414	4,545
ASST LIBRARY DIRECTOR	3,486	3,639	3,792	3,946	4,099	4,253	4,406	4,560	4,713
CIVIC CENTER MANAGER	3,698	3,748	3,798	3,848	3,898	3,948	3,998	4,048	4,098



Job Title: Child Watch Attendant
Department: Wellness
FLSA Status: Non-Exempt, Hourly, Part-Time
Revised Date: Created 1/21/25 (Council)

Accountability

Under the direction of the Executive Director of the Wellness Center, Assistant Recreation Director, and Child Care Director, respectively.

Job Summary

Responsible for the safety and supervision of children while their parents or guardians utilize the Wellness Center facilities.

Essential Job Functions

Nurtures children through purposeful play and interaction dedicated to making youth feel welcome and safe while their family members or guardians use Wellness Center facilities. Provides comfort to upset children and pages parents if necessary. Takes proper safety precautions, anticipates unsafe circumstances, keeps the room neat and disinfected, changes diapers, and acts accordingly in emergency situations. Reports all accidents, safety hazards, or conflicts to Child Care Director to collaboratively improve patron's experience. Cultivates positive relationships and maintains effective communications with parents, grandparents, and guardians or other family members. Provides ideas for programming to the Child Care Director. Completes records and reports as required, arrives punctually to scheduled shift times, and maintains proper dress code at all times. Attends and participates in staff meetings or trainings as are required.

Additional Duties and Responsibilities

May attend and participate in programming outside of the facility as scheduled by the Child Care Director.

Knowledge, Abilities and Skills

Excitement and desire to work with children of different ages, diversity, and disposition. General knowledge of best practices in effective childcare. Good oral communication skills to deal courteously and effectively with all ages of the public. Ability to implement age-/developmentally appropriate program activities and to establish positive, authentic, relationships with children. Ability to apply first aid or CPR measures. Ability to sit or stand for extended periods of time; lift up to 30 lbs., experience occasional exposure to wet/humid conditions and/or pool chemicals, and to climb, balance, bend, stoop, kneel, and work in a crouched position. Capability to use a computer to log hours and to work during weekdays, evenings, and weekends as is scheduled.

Job Requirements and Experience

Must be at least 16 years old; Previous experience working with children and in customer service is preferred; Must be able to complete the First Aid and CPR Certification within the first 90 days of employment.

Note: *The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*



Job Title: Facility Maintenance Director
Department: Wellness
FLSA Status: Non-Exempt, Hourly, Full Time
Revised Date: Created 1/21/25 (Council)

Accountability

Under the direction of the Executive Director of the Wellness Center and Assistant Recreation Director, respectively.

Job Summary

Performs a variety of unskilled and semiskilled tasks required for preparing and maintaining the physical properties, equipment, and space of the Seward Wellness Center to ensure an attractive, safe, and functional facility for users.

Essential Job Functions

Provides overall coordination of facility maintenance in consultation with the Executive Director, including planning and developing preventative maintenance schedules and completion logs. Advises Executive Director on maintenance issues as are identified and possible solutions. Responsible for daily hands-on basic maintenance, timely repairs, and coordination of cleaning needs with contractor as well as trash removal, setting up spaces for programs or events, and ensuring the facility grounds are maintained clean. Ensures the physical environment minimizes risks to health and safety. Ensures the proper operation of all mechanical systems and oversees all contractors that work in the facility for repairs. Works with outside agencies to ensure compliance with all local, state and federal regulations related to facilities. Creates, maintains, and updates a facility plan and may assist in the identification of capital projects needed. Creates and keeps an inventory log. Understands, properly stores, and uses chemicals in pool operations. Assists in maintaining the heating, ventilation, and air conditioning (HVAC) system and troubleshooting problems. Works with Executive Director to develop a budget supporting the preventative and annual maintenance plans and capital upgrades.

Additional Duties and Responsibilities

May assist with snow removal, lawn/grounds maintenance, and exterior upkeep as is needed; may support any after hours building needs and activities as required (infrequently).

Knowledge, Abilities and Skills

Considerable knowledge of proper facilities maintenance procedures and best practices. General knowledge of cleaning methods/materials and skill in the use of applicable equipment/machines. General knowledge of HVAC systems, gym floor maintenance, and pool operations. Ability to operate moderately heavy equipment (e.g. floor polishers); capability to operate/utilize a variety of tools, equipment (e.g. carpet sweeper, vacuum cleaner, walking mower, weed trimmer), and materials; and handle, apply, and store chemicals safely. Ability to: climb, crawl, run, bend, kneel, stoop, twist, reach, climb, balance, carry, push, pull, lift up to 50 lbs., sit or stand for extended periods of time, perform a variety of physical activities, and experience exposure to wet/humid conditions and pool chemicals. Good oral and written communication skills to effectively communicate on a daily basis with the public, service contractors, coworkers, and other departments. Capability to utilize a computer, copy machine, and other office equipment. Availability to work some evening/weekend hours and overtime (infrequently).

Education and Experience

High school diploma or equivalent; Associate's degree in facilities management or related field plus one (1) year of relevant experience OR at least three (3) years in facilities management or related field is desirable; knowledge of gym floor maintenance, HVAC, and pool operations is preferred; OR any equivalent combination of experience and training deemed sufficient to successfully perform job duties.

Special Requirements

Possession of a valid driver's license; Completion of a Nebraska Pool Operator license within first six (6) months of employment.

Note: The statements herein are intended to describe the general nature and level of work being performed by employees

assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.

DRAFT



Job Title: Wellness Lifeguard
Department: Wellness
FLSA Status: Non-Exempt, Hourly, Part-Time
Revised Date: Created 1/21/25 (Council)

Accountability

Under the direction of the Executive Director of the Wellness Center and Assistant Recreation Director, respectively.

Job Summary

Responsible for maintaining safe swimming conditions in the pool, deck, and surrounding areas of the Seward Wellness Center by continued surveillance and rapid response to emergency situations.

Essential Job Functions

Maintains active vigilance of the pool area to ensure patrons are not in distress; recognizes and responds to emergency situations immediately and effectively based upon established policies and procedures. Knows, understands, and consistently enforces safety rules, policies, and guidelines for the pool area. Inspects facilities on a daily schedule and reports unsafe conditions and equipment to supervisor. Completes records and reports as required, arrives punctually to scheduled shift times, and maintains proper dress code at all times. Attends all required in-services training and/or training related to Lifeguard certification.

Additional Duties and Responsibilities

May perform chemical testing as is needed; May assist Wellness Center Attendant by circulating the facility for patron observation.

Knowledge, Abilities and Skills

Thorough knowledge and application of lifeguarding best practices including surveillance, rescue techniques, and facilities rules. Good oral communication skills to deal courteously and effectively with all ages of the public, especially in situations that require swift action. Exceptional ability in all phases of swimming and aquatic safety, including ability to perform life-saving techniques and first aid treatment. Accurate vision of 20/20, either corrected or non-corrected. Ability to sit or stand for extended periods of time; utilize rescue equipment effectively; withstand prolonged exposure to wet/humid conditions and/or pool chemicals; lift up to 50 lbs., and to climb, balance, bend, stoop, kneel and work in a crouched position. Capability to use a computer to log hours and to work during weekdays, evenings, and weekends as is scheduled.

Job Requirements

Must be at least 15 years old AND possess the following or equivalent: American Red Cross Lifeguard Certification; American Red Cross First Aid Certification; American Red Cross or American Heart Association CPR/AED Certification. Additionally, employee must satisfactorily perform a lifeguard skills test prior to hire, displaying competence in endurance, a timed event, and demonstration of CPR and lifeguard rescue skills.

Note: *The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*



Job Title: Wellness Center Lead Attendant
Department: Wellness
FLSA Status: Non-Exempt, Hourly, Part-Time
Revised Date: Created 1/21/25 (Council)

Accountability

Under the direction of the Executive Director of the Wellness Center, Assistant Recreation Director, respectively.

Job Summary

Responsible for opening or closing the facility, greeting patrons as they enter the facility, utilizing a point-of-sale (POS) system or cash register to accept fees, answering phones or other inquiries, enrolling patrons for memberships or other programs, the monitoring and observing of patrons, and assisting with the keeping of a neat and safe facility.

Essential Job Functions

Opens or closes the facility and may serve as point-of-contact in times when Executive Director, Assistant Director, or Child Care Director is unavailable. Greets and assists patrons in the front desk area with registering for daily access, programming enrollments, and memberships. Answers general inquiries in-person or by phone. Maintains active vigilance of the gym, studio, locker room, and weight room areas through circulation every 15 to 20 minutes to ensure patrons are not in distress; recognizes and responds to emergency situations immediately and effectively based upon established policies and procedures. Knows, understands, and consistently enforces safety rules, policies, and guidelines of the facility. Inspects facilities during circulation times and reports unsafe conditions and equipment to Executive Director or Assistant Director. Assists with maintaining of a neat and safe facility by returning equipment or materials to their rightful place. Completes records and reports as required, arrives punctually to scheduled shift times, and maintains proper dress code at all times. Attends and participates in staff meetings or trainings as are required.

Additional Duties and Responsibilities

May support any afterhours building needs and activities as required (infrequently); may assist with the setup or teardown of equipment to prepare for future programming or access; other duties as assigned.

Knowledge, Abilities and Skills

Thorough knowledge facility policies, programming, and other pertinent information for public inquiries. Good oral communication skills to deal courteously and effectively with all ages of the public. Ability to apply first aid or CPR measures. Ability to sit or stand for extended periods of time; lift up to 50 lbs., experience occasional exposure to wet/humid conditions and/or pool chemicals, and to climb, balance, bend, stoop, kneel, and work in a crouched position. Capability to use a cash register, POS system, and a computer to log hours and to work during weekdays, mornings, evenings, and/or weekends as is scheduled.

Job Requirements and Experience

Must be at least 18 years old AND have at least six (6) months experience as Wellness Center Attendant or equivalent; Previous customer service, point-of-sale (POS) system, and cash handling experience is preferred; Must be able to complete the First Aid and CPR Certification within the first 90 days of employment.

Note: *The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*



Job Title: Wellness Center Attendant
Department: Wellness
FLSA Status: Non-Exempt, Hourly, Part-Time
Revised Date: Created 1/21/25 (Council)

Accountability

Under the direction of the Executive Director of the Wellness Center, Assistant Recreation Director, and Wellness Center Lead Attendant, respectively.

Job Summary

Responsible for greeting patrons as they enter the facility, utilizing a point-of-sale (POS) system or cash register to accept fees, answering phones or other inquiries, enrolling patrons for memberships or other programs, the monitoring and observing of patrons, and assisting with the keeping of a neat and safe facility.

Essential Job Functions

Greets and assists patrons in the front desk area with registering for daily access, programming enrollments, and memberships. Answers general inquiries in-person or by phone. Maintains active vigilance of the gym, studio, locker room, and weight room areas through circulation every 15 to 20 minutes to ensure patrons are not in distress; recognizes and responds to emergency situations immediately and effectively based upon established policies and procedures. Knows, understands, and consistently enforces safety rules, policies, and guidelines of the facility. Inspects facilities during circulation times and reports unsafe conditions and equipment to Executive Director or Assistant Director. Assists with maintaining of a neat and safe facility by returning equipment or materials to their rightful place. Completes records and reports as required, arrives punctually to scheduled shift times, and maintains proper dress code at all times. Attends and participates in staff meetings or trainings as are required.

Additional Duties and Responsibilities

May support any afterhours building needs and activities as required (infrequently); other duties as assigned.

Knowledge, Abilities and Skills

Thorough knowledge facility policies, programming, and other pertinent information for public inquiries. Good oral communication skills to deal courteously and effectively with all ages of the public. Ability to apply first aid or CPR measures. Ability to sit or stand for extended periods of time; lift up to 50 lbs., experience occasional exposure to wet/humid conditions and/or pool chemicals, and to climb, balance, bend, stoop, kneel, and work in a crouched position. Capability to use a cash register, POS system, and a computer to log hours and to work during mornings, evenings and/or weekends as is scheduled.

Job Requirements and Experience

Must be at least 15 years old; Previous customer service, point-of-sale (POS) system, and cash handling experience is preferred; Must be able to complete the First Aid and CPR Certification within the first 90 days of employment.

Note: *The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be constructed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description may be changed or updated at any time without notice.*

4. Consideration of a Resolution to Revise the City's Purchasing Policy - City Administrator
Butcher

RESOLUTION NO. 2025-3

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA, APPROVING A COUNCIL POLICY STATEMENT

WHEREAS, the City Council has determined that it is necessary and desirable to create Council Policy Statements as a means of establishing guidelines and direction to the members of the City Council and to the City Administration in regard to various issues which regularly occur; and

WHEREAS, the City Council desires to establish a Council Policy Statement entitled "Purchasing Policy".

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Seward, Nebraska, do hereby approve the Council Policy Statement entitled and attached, "Purchasing Policy, 2025-001", rescind any previous purchasing policies in use, and do further hereby direct the distribution of said Council Policy Statement to the appropriate City Departments.

Passed and approved this 21st day of January, 2025.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Derek Bargmann, City Clerk

(SEAL)

PURCHASING POLICY, 2025-001

SECTION I: INTRODUCTION

The City of Seward's Purchasing Policy is intended to serve as a consistent guide for all departments in efficiently obtaining supplies, materials, equipment, and services in a competitive and impartial manner. The City shall strive to acquire goods and services for City use which are deemed reasonable and necessary, meet the specifications identified in the solicitation, and are at the lowest cost available. The City of Seward shall comply with all federal, state, and local rules regarding procurement. All City Departments, Boards, and Commissions shall comply with this policy with exception to the Langworthy Trust when purchasing items or services directly for the benefit of the Civic Center.

SECTION II: COMMITMENT TO COMPETITIVE, OPEN & FAIR COMPETITION

The City seeks to maximize competition within the competitive procurement process to effect cost savings and to provide more value for the tax dollar. The City of Seward shall always strive to undergo procurement in the manner of open and fair competition with inclusion to minority and/or women-owned (M/WBEs) vendors.

SECTION III: DEFINITIONS

The following words, terms, and phrases, when used in this article, shall have the meanings respectively ascribed to them in this section, except where the context clearly indicates a different meaning:

Acceptable Bid: A bid or proposal received by the City which is less than one hundred and fifty percent (150%) of the estimated amount and which meets all specifications in the solicitation.

Change Order or Change Order Request: A proposal to make changes to a contract/agreement that may be approved by the Purchasing Officer or designee or by the City Council as is needed.

Contractual Services: Shall include insurance, leases, maintenance, repair, and rental agreements, for City-owned property and/or equipment used for operations.

Lowest Acceptable Bid: The most cost efficient and effective bid, including the sum of all costs, which meets the requirements as set out in the bid request.

Payment Bond: Shall mean a bond issued to the City, executed by a surety company, to ensure a financial guarantee for all persons supplying labor, materials, equipment, or supplies to the contractor or its subcontractors for the performance of the work provided for in the contract or agreement. The bond shall comply with the provisions of Neb.Rev.Stat. 52-118.

Performance Bond: Shall mean a bond issued to the City, executed by a surety company, to ensure that the contractor or vendor will perform the work outlined in the contract or agreement. The City may receive compensation in the event of noncompliance.

Public Bid: Shall mean the purchase of goods or services requiring a public notice of bid letting; a deadline for the receipt of sealed bids; and the opening of sealed bids at a designated time and place.

Quote: A quote shall mean a statement by a supplier stating the schedule, cost, and delivery of the goods or services to be delivered.

Request for Proposal (RFP): A publicly advertised request to perspective vendors to submit a proposal addressing the cost, schedule, and approach to the project in which price and project specifics are not well defined. Often, the lowest responsible bidder is chosen.

Request for Qualifications (RFQ): A publicly advertised request to perspective vendors to submit a list of team members, a portfolio of experience, intended approach to the project, and references to meet the identified price and project specifics. Often, the vendor deemed most qualified is chosen.

SECTION IV: AUTHORITY ROLES AND RESPONSIBILITIES

The City Council is responsible for approving and adopting an annual operating budget to guide City expenditures, adopting the Purchasing Policy, setting City policy and decision-making regarding large purchases, and providing direction on the provision of City services. The City Administrator, or designee, shall act as the official Purchasing Officer of the City of Seward. As Purchasing Officer, they shall administer all procurement procedures for the City, including but not limited to:

1. Oversight of all purchase of supplies, equipment and machinery needed by any City Department, Board or Commission in as full, open, and competitive manner as is possible;
2. Procurement of the highest quality supplies, equipment and machinery at least expense for the City; purchasing in bulk whenever feasible; and to procure for the City all tax exemptions to which it is entitled;
3. Maintaining documentation of all purchases for budgeting, accounting, and auditing purposes;
4. Recommending the disqualification of vendors who have been deemed an irresponsible bidder; and
5. Maintaining and recommending amendments, when necessary, to the City Purchasing Policy.

Under the authority of the City Council and the Purchasing Officer, department heads are delegated purchasing authority and responsibility as established in this policy and as set by the annually adopted City Operating Budget. If a department deviates from the procurement policies and procedures without advanced approval by the City Administrator, it may result in discipline up to and including termination.

SECTION V: – REVIEW AND AUTHORIZATION OF AGREEMENTS

All contracts, including but not limited to rental or lease agreements, contracts for goods and services, facility use agreements, and interlocal agreements, must be reviewed and approved by the City Attorney prior to execution. All contracts of any sort must be signed by either the Mayor, upon approval of the City Council, or the City Administrator. Change orders to an executed agreement shall be considered by Council and signed by Mayor or City Administrator, where applicable. Change order requests may be approved by the Purchasing Officer, or designee, as is needed to keep the project moving. A copy of all contracts of any sort must also be forwarded to the City Clerk for processing and recordkeeping upon execution. Contracts and procurement documents are subject to public record requests and retention requirements.

SECTION VI: STANDARD SUPPLIES

The Purchasing Officer, or designee, shall supervise the purchasing of general supplies which are common among Departments, such as paper, pens, pencils, cleaning supplies, etc.

A. GUIDELINES FOR USAGE OF CREDIT CARD

Designated department heads or employees may be issued a credit card for purchase of standard supplies. The cardholder is responsible for the security of their card and all transactions made on the card. In the event of a lost card or suspected fraud, the Finance Director and City Administrator should be notified immediately. Itemized invoices, receipts, and packing slips should support that the cardholder is using their credit card responsibly and in accordance with their established budget and the purchasing policy. Below, are some basic rules about use of a City credit card:

- The card shall only be used for official business purposes and with sufficient budget authority.
- Cardholders shall strive to make tax exempt purchases where possible.
- Purchaser must be able to explain the nature of all purchases and the need for official City business.
- Purchases must have a detailed receipt and shall be able to be reconciled to the monthly statements.
- Cardholders will surrender the card at the discretion of the Purchasing Officer or at their termination.

B. PETTY CASH

A petty cash fund may be established to enable departments to make small, necessary purchases when a check is not available, or a credit card cannot be used. Departments wishing to establish a new or modifying an existing petty cash fund shall contact the Finance Director. Petty cash accounts will be reconciled weekly or as often as is needed with receipts to match the purchases.

SECTION VII: METHODS OF PROCUREMENT FOR CONSTRUCTION, EQUIPMENT, MATERIALS, OR SUPPLIES

The Purchasing Officer, or designee, shall seek at least three competitive quotes or bids to secure the best product or service at the least expense to the City. Procurement methods shall be utilized depending on the dollar value of contracted capital construction projects, or the purchase of equipment, materials, parts, or supplies:

A. Informal Quotations (not applicable to items deemed as ‘standard supplies’):

For purchases of less than \$2,500.00—excluding freight and taxes—the Department Head, or their designee, shall ensure to the greatest extent feasible that each purchase be made at the least expense possible. The supplier should provide a firm price, delivery time, and payment terms. If all informal quotations exceed \$2,500 the process shall move to written quotations.

B. Written Quotations:

For purchases between \$2,500 and \$30,000, the Department Head, or their designee, shall, whenever possible, gather at least three competitive quotes, and shall award to the lowest responsible vendor with approval from the Purchasing Officer or designee.

The quote shall provide a firm price, delivery time, and payment terms. If all quotations exceed \$30,000 the process shall move to formal public bidding.

C. *Formal Public Bidding:*

For purchases above \$30,000--which require formal bidding according to City Code 44-1.24 and Neb.Rev.Stat. 16-321--a Department Head, in coordination with the Purchasing Officer or designee, shall prepare the necessary plans, specifications, cost estimates, and bid documents for City Council approval. Notice of bid shall be published at least seven days prior to the bid closing in a legal newspaper in or of general circulations in the city. The notice shall include a general description of the articles to be purchased, and state where bid documents may be acquired, and state the date, time, and place for opening bids. When deemed necessary by the City, payment or performance bonds may be required for formal submission of a bid. Bids to be opened at City Hall shall be submitted 'sealed' to the City Clerk's Office and shall indicate the name of the firm and purpose of the bid. Bids shall be opened on the date, time, and place stated in the public notice. A tabulation of bids shall be available for public inspection. The City shall have the authority to reject all bids or parts of all bids. The City Council shall have the authority to declare a vendor or contractor an irresponsible bidder and to disqualify them from receiving any business from the City of Seward, if said vendor: 1). Has defaulted on previous bids, quotes, contracts, or projects; 2). Has previous unresolved performance issues with the City; 3). Is involved in collusion with other bidders; 4) Has failed to timely complete previous projects or contracts with the City; 5). Has unpaid debts owed to the City; 6). Has insufficient prior experience with similar projects; or 7). Is disqualified through SAM.gov registration.

A Contract shall be awarded to the lowest responsible bidder, determined by price and the following factors: the ability, capacity, and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, and efficiency of the bidder; the quality of performance of previous contracts or services; the previous and existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality and availability of the goods or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and, the number and scope of conditions attached to the bid.

When the award is not given to the lowest bidder in price, a full and complete statement of the reasons for placing the award elsewhere shall be prepared by the Purchasing Officer or designee. If all bids received by the City are in excess of one hundred and fifty percent (150%) of the Engineer's estimate, then such bids may be deemed unacceptable, and the City Council may request a rebid. The City shall neither impose nor condone any bidding or procurement policies that result in exclusionary or anti-competitive bidding or violate state or federal anti-trust laws. If multiple lowest bids received are for the same total amount or unit price, the Purchasing Officer shall recommend a bid order for consideration. Once a recommendation of 'lowest responsible bidder' is determined, the Purchasing Officer or designee shall present the bid tabulation to the City Council for consideration. The City Council shall authorize the award for all purchases in the formal public bidding process.

D. *Electric Department Procurement*

As a municipal electric utility exceeding \$10 million in retail sales, the City's Electric Department is subject to Neb.Rev.Stat. 16-321(5) regarding procurement. For purchases between \$2,500 and \$120,000, the Department Head, or their designee, shall, whenever possible, gather at least three competitive quotes, and shall award to the lowest responsible vendor with approval from the Purchasing Officer or designee. If all quotations exceed \$120,00.00 the process shall move to formal public bidding.

E. *State Bids and Bidding Collectives*

The City may, where applicable and cost effective, consider purchases under a State of Nebraska contract, vendor, bid, or cooperative purchase. In these situations, a vendor has extended the same terms and pricing to other governmental entities; therefore, the administrative burden and time is greatly reduced. In these instances, the Purchasing Officer or designee will work with State to secure the procurement terms and conditions. This item shall be presented to the City Council for consideration before execution.

F. *Sole Source Procurement*

Exemption from competitive procurement is permitted when a determination has been made by the Purchasing Officer, in consultation with a department head, that there is only one source reasonably available to provide a supply or service. The following instances permit the use of a sole source provider for procurement: 1). The vendor is the original equipment or service provider and required parts, equipment, or software are unavailable from another vendor; 2). Incompatibility or non-conformity with City owned equipment, materials, or software; or 3). The vendor provides a unique supply or service, and no similar supply

or service is available or suitable. In rare instances sole source materials or equipment may have a substantial lead time for delivery. If such items require payment upon delivery or at a later date, and exceed \$30,000, approval by the City Council prior to order or procurement will be required. The Purchasing Officer, Department Head, or designee should consult with the City Administrator in all such instances for direction and guidance.

G. Political Subdivisions Construction Alternatives Act

When utilizing this mode of project completion, the City shall be in adherence to City Code, Chapter 100, Article II and Sections 13-2901-13-2914 of the Neb.Rev.Stat.

SECTION VIII: PROFESSIONAL SERVICES

Professional services occur when technical expertise or knowledge of a specialized field is critical to the performance of that service, typically in legal, engineering, architectural, financial, real estate, insurance, consulting, or information technology services. Such services may be solicited through a Request for Proposals (RFP) or Request for Qualifications (RFQ) at the discretion of the Purchasing Officer or City Council. The RFP or RFQ process may include notice of proposal, establishment of a receipt date and open, and a tabulation of all proposals received for the solicitation. If addendums are made to the solicitation, they shall be distributed to existing planholders and posted to the site in which the bid advertisement is visible. Such professional services shall be reviewed on the basis of the vendor's ability to perform the work, the experience of the assigned personnel and the firm, the quoted fee, and the proposed time frame for completion. A recommendation shall be made by the Purchasing Officer or designee and shall be considered by the City Council. Any contract awarded for such services may be written to reflect that services will continue until terminated by one of the parties.

SECTION IX - EMERGENCY PURCHASES

Emergency purchases are considered only when adherence to normal purchasing policies and procedures would threaten: (1) the functioning of City government; (2) the preservation or protection of property, machinery, or equipment; and/or (3) the health or safety of any person. In the event of an emergency, which requires the immediate purchase of supplies, equipment, or contractual services exceeding \$5,000, the Purchasing Officer (or designee in their absence) with the concurrence of Mayor (or Council President in their absence) shall be authorized to secure the materials in the most expeditious, cost-effective manner possible. In these instances, a report of the circumstances of the emergency purchase shall be presented by the City Administrator at the next regularly scheduled Council meeting.

SECTION X - SURPLUS PROPERTY

The City shall dispose of surplus property according to Chapter 44, Section 1.26 of the City Code.

SECTION XI – APPLICABILITY TO REPAIRS AND MAINTENANCE TO BUILDINGS AND VEHICLES

This policy applies when the purchase of maintenance parts or the cost of repairs to vehicles or machinery exceeds \$500—including replacement of tires or batteries. In these instances, the Purchasing Officer or designee shall be contacted for prior approval or in emergency instances, notified as soon as possible thereafter.

SECTION ~~VI~~XII - PROHIBITION OF CITY EMPLOYEE INVOLVEMENT

No public official or public employee, a member of that individual's immediate family, or business with which the individual is associated shall enter into a contract valued at two thousand dollars (\$2,000.00) or more, in any year, with a government body unless the contract is awarded through an open and public process. If deemed to provide a conflict of interest, a public official must abstain from a vote of consideration of the award. An open and public process includes prior public notice and subsequent availability for public inspection during the regular office hours of the contracting government body of the proposals considered and the contract awarded. No contract may be divided for the purpose of evading the requirement of this section. Purchases from City elected officials or appointed voluntary officials are allowable, provided said purchases comply with Chapter 100, Article I of City Code.

SECTION XIII - GIFTS AND REBATES

All City employees are expressly prohibited from accepting any fee, reward, gift or gratuity from any vendor, except in those instances where a departmental gift or gratuity is of nominal value.

SECTION XIV - COMPLIANCE WITH CITY PURCHASING POLICY

Failure to comply with above purchasing policies may be cause for disciplinary action up to and including termination from City service at the discretion of the City Administrator.

PURCHASE POLICY
(Updated/approved by City Council 5-1-12)

SECTION I - PURPOSE

To acquire goods for City use which meet minimum specifications and are at the lowest cost available. All City Departments, Boards, and Commissions shall comply with this policy. (Exception: Langworthy Trust, Civic Center Commission).

SECTION II - RESPONSIBILITIES

- A. Purchasing Officer: The Building Inspector/Purchasing Agent shall act as the official Purchasing Officer of the City of Seward. As Purchasing Officer, he/she shall have immediate charge of all purchasing for the City. The Purchasing Officer shall be under the direction and control of the Building Director at all times. Duties shall include, but not be limited to:
1. Oversight of all purchase of supplies, equipment and machinery needed by any City Department, Board or Commission.
 2. Procurement of the highest quality supplies, equipment and machinery at least expense for the City;
 3. Endeavor to obtain as full and open competition as possible on all purchases of the City;
 4. Purchasing "in bulk" whenever feasible to take full advantage of discounts;
 5. Prescribing and maintaining such forms as are necessary to document all purchases for budgeting, accounting and auditing purposes;
 6. Recommend the disqualification of vendors who have defaulted on their quotes, or in some other manner provided less than satisfactory service; and
 7. Maintaining and recommending amendments, when necessary to the City Purchasing Policy.
- B. Department Heads: Each Department Head shall initiate all requests for the purchase of supplies, equipment and machinery.

For purchases of less than \$500.00 aggregate; excluding freight and taxes, the Department Head or his/her designee may procure the supplies, equipment and machinery; provided he/she shall insure to the greatest extent feasible that each purchase of less than \$500.00 aggregate be made at the least expense possible. The Department Head shall approve each purchase in advance and also insure that the purpose for which this item has been purchased is listed on the vendor's invoice. (This section shall not apply to items defined by the Purchasing Officer as "standard supplies". Refer to Section III.)

For purchase above \$500.00 - \$30,000.00-General; \$500 - \$30,000-Water & Sewer; \$500 - \$90,000-Electric; the Department Head shall submit a requisition to the City Administrator or other appropriate authority. The requisition shall contain the necessary specifications to enable the Purchasing Officer to compare the cost of the item(s) from possible vendors. For the purchase of technical supplies, equipment and machinery, the Department Head is encouraged to contact the vendor(s) prior to completing a requisition to insure that an accurate description of the item(s) is made on the requisition.

The purchasing agent shall seek as many competitive bids as he shall deem necessary to secure the best possible equipment, machinery or supplies at the least expense to the City.

For purchases which require formal bidding according to Section 1-924 of the City Code, the Department Head in coordination with the Purchasing Agent shall cause to be prepared the necessary plans and specifications and bid documents for City Council approval. After bids are received, the City Council shall authorize the award of contract for all purchases.

Repairs and Maintenance; Buildings and Vehicles

This policy does not apply to the purchase of repair parts for the maintenance of vehicles or machinery or to the contract of repairs to vehicles or machinery when less than \$500.00. However, if the cost of the said repairs or purchase of parts shall exceed \$500.00 then the City Administrator or appropriate authority shall be contacted for approval prior to commencement of said repairs. If said authority cannot be contacted prior to repairs they shall be notified as soon as possible thereafter. (Replacement of tires and batteries for vehicles are considered repairs)

Library.

The purchase of library books, periodicals, subscription items, records, standard supplies or tapes are exempt from this policy.

SECTION III - STANDARD SUPPLIES

The Purchasing Officer shall maintain a stock of general supplies which are common among Departments, such as paper, pens, pencils, cleaning supplies, etc. Purchases of these shall be made through the Purchasing Officer.

SECTION IV - EMERGENCY PURCHASES

In the event of an emergency, which requires the immediate purchase of equipment, or machinery, the City Administrator (or respective Department Head in his absence) with the concurrence of the Board/Commission Chairman or Mayor (or Council President in his absence) shall be authorized to secure the materials in the most expeditious manner possible, provided:

An emergency shall be defined as any event which interrupts the normal administration of municipal services, thereby jeopardizing the life, health or convenience of citizens; and

A report of the circumstances of an emergency purchase shall be filed by the City Administrator with the City Council at the next regularly scheduled Council meeting.

SECTION V - SURPLUS STOCK

By April 1 of every year, all Department, Boards and Commission shall submit to the Purchasing Agent of the City, a listing of all property no longer used and which is obsolete, scrapped or overstocked (or unclaimed property).

The City shall dispose of surplus property according to Section 1-926 of the City Code.

SECTION VI - PROHIBITION OF CITY EMPLOYEE INVOLVEMENT

Any purchase order in which a City employee is financially interested, directly or indirectly shall be void; except that before execution of a purchase order of this nature, the City Council shall have the authority to waive compliance when it finds such action to be in the best interest of the City.

Purchases from City elected officials or appointed voluntary officials are allowable, provided said purchases comply with Section 1-1004 of City Code.

SECTION VII - GIFTS AND REBATES

The Purchasing Agent and all City employees are expressly prohibited from accepting any fee, reward, gift or gratuity from any person, company, firm or corporation to which any purchase order has been or may be awarded; except in those instances where a departmental gift or gratuity of nominal value is given by some individual or organization.

SECTION VIII - COMPLIANCE WITH CITY PURCHASING POLICY

Failure to comply with above purchasing policies may be cause for disciplinary action.

5. Consideration to Recommend Daniel Reicks of Walmart #885, 1326 280th, as Manager of Retail Class D Liquor License #067015 - City Clerk Bargmann



Nebraska Liquor Control

301 Centennial Mall
South - 1st Floor PO
Box 95046 Lincoln
NE 68508

Application Copy

File Number: 70814

AMENDMENT TYPE Manager Change Amendment	APPLICATION DATE RECEIVED 2025-01-07
CURRENT MANAGER NAME ELIZABETH P SCHERBARTH	CURRENT MANAGER EMAIL SCHERBARTHEP@OUTLOOK.COM
NEW MANAGER NAME Daniel Reicks	NEW MANAGER EMAIL d0r0hlm.s00885.us@wal-mart.com

QUESTIONS

Class D Beer, Wine, Spirits Off S

- Per Nebraska Revised Statute 53-103.18 - Manager, defined: Manager means a person appointed by a corporation or limited liability company to oversee the daily operation of the business licensed in Nebraska. A manager shall meet all the requirements of the Nebraska Liquor Control Act as though he or she were the applicant, including residency.

What is the premises manager's name?

Daniel Reicks

- What is the manager's address?

7329 Silverthorn DR
Lincoln NE, 68521

- What is the manager's phone number?

308-380-8761

4. What is the manager's email address? An email will be sent to them to obtain their personal information.

d0r0hlm.s00885.us@wal-mart.com

5. What county is the manager registered to vote in?

The manager must be a resident of the state of Nebraska. If the manager is not registered to vote they can complete their voter registration here - <https://www.nebraska.gov/apps-sos-voter-registration/>

Lancaster

6. Is the manager married?

Yes

Signed a non-participating spouse form

7. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY §53-125(5)

Has the new manager, or their spouse, EVER been convicted of or plead guilty to any charge? Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year (& month if known) of the conviction or plea. This question includes traffic violations other than speeding. PLEASE NOTE: NOTIFICATION IS REQUIRED TO THE LIQUOR COMMISSION IF ANY ARRESTS OR CONVICTIONS OCCUR AFTER THE SUBMISSION OF THIS APPLICATION

Yes

(document uploaded)

8. Do you qualify under Nebraska Liquor Control Act (53-131.01) and do you intend to supervise, in person, the management of the business?

Yes

9. Do you have prior experience or training in selling, serving or managing alcohol sales?

Yes

Illinois BASSET Certified

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Additional Document	Daniel Passport.pdf	Passport
Affidavit of non-participation	Spousal non-participation.pdf	
Explanation of Convictions/Guilty Pleas	Explanation of charges.pdf	
Privacy Act Statement	Privacy Act.pdf	
Additional Document	Consent to investigate.pdf	

APPLICANT

Daniel Reicks

DECLARATION

I (We) the applicant(s) agree and consent

I declare under penalty of perjury that I have read the contents of this amendment application and, to the best of my knowledge, believe all statements made in this application are true, correct, and complete.



City of Seward
Police Department
Chief Brian W. Peters

148 South 1st Street
Seward, NE 68434
Ph: 402-643-6164 Fax: 402-643-6785

January 16, 2025

Derek Bargmann
City Clerk
City of Seward, Nebraska

RE: Liquor License Application – Walmart (1326 280th Road)

Derek,

Applicant Daniel Reicks has no record of negative contacts with the Seward Police Department.

Feel free to contact me if you have any questions.

Regards,

Brian W. Peters
Chief of Police

6. Update on the Wellness Center - Executive Director Brase
CITY ADMINISTRATOR'S REPORT

CITY ADMINISTRATORS REPORT – 1/7/25

The departments are working on the following projects to name a few:

- Monitoring a number of street projects including: East Seward (final items), design on East Hillcrest, drainage near Park Street & Bradford Street (punch list), Highway 15 Watermain (punch items) and Highway 15 Reconstruction (construction/winter shutdown).
- Water Tower project underway, paint coat issues have led to substantial delays. Painting will likely resume in Spring 2025.
- Working with Wellness Center Executive Director Brase on numerous items and follow ups, construction meeting held.
- Worked with Kelly Hoffschneider to work on a number of real estate items related to the Rail Campus, tower leases, and related legal matters.
- Caselle accounting system project conversion implementation meeting.
- Review of a few Volunteer Fire Department Items with Chief Mifflin.
- Reviewed chart of accounts with Finance Director for conversion to Caselle.
- Reviewed draft purchasing policy with City Clerk and recommended final changes, reviewed draft with department heads.
- Review two (2) new LB 840 applications and requested follow ups from applicants.
- Reviewed SCADA ELAN project with Water/Wastewater Superintendent to understand fiber optic options.
- Met on site at Petsource along with Water/Wastewater Superintendent to meet new Petsource engineering staff, discuss wastewater and general rail campus items.
- Attended funeral for Leon Baker.
- Checked in with Library Staff on the regular, while staff were out on leave.
- Reviewed Wellness Center membership benefit for City Employees and how it will be handled with payroll.
- Met with Project Move/DARI on project status and civil design updates.
- Attended Rotary Meeting to hear from Four Corners Health and former Nebraska Secretary of State Allen Beermann.
- Check in meeting with Building and Zoning Staff, review of plans to annex parcels near the Rail Campus.
- Attended golf meeting for project planning, club house renovations, annual golf tourneys, and updates to costs and fees.
- Met with reps from Make a Wish Foundation on a potential Seward golf tourney.
- Attended Civic Center construction meeting.
- Met with Economic Development Project for a site visit.
- Met with Andrew Willis on site to review TIF closings on numerous projects.

Police Department

- CSO pickup up-fit
- Suicide Prevention Coalition
- SFST Refresher Training
- LEPC meeting
- CASA Board meeting
- 4th of July Committee meeting
- Christmas Festival meeting

City Clerk/Human Resources/City Hall

- Annual Appreciation Event – February 28, 2025 – 6pm Bottle Rocket
- Bid Policy: Under Department Head review until 1/13, draft to Council
- ADA Transition Plan: Continue with Self-Evaluation, plan steps
- 2025 Tobacco, Burnsites & Refuse Hauler Licenses: Following up to collect.
- Liquor License Renewals: Sent to paper for publication on 1/22

- Fire Department Bylaws: Awaiting return comments from Chief Mifflin
- Current Open Positions: Street Maintenance Worker (first review 1/24) & Custodian

Water/Wastewater Department

- Well draw down checks
- NeWarn Meeting Wednesday
- Attend League Utility Conference
- Snow clean up
- Finish re-piping and Flow Meter install on South 1 Well
- Clarifier cleaning
- Meeting with Petsource and City Administration

Parks and Rec/Cemetery/Golf/Pool

- Park and Rec Board meeting
- Meeting with High School A.D. about Seward Youth Academy
- Snow and ice removal as needed
- Maintenance of equipment
- Start Golf Pond project on hole 5 on Thursday
- Golf meeting Tuesday
- Working on park signs and wood benches

Civic Center

- Ceiling over ramp is in
- They are waiting on data re:coffered ceiling before light fixtures can go in
- Fireplaces are installed and working
- Ready to start on carpet and laminate this week
- Towel dispenser removed and drywalled over, all new dispensers should be here this week
- Meeting with programmer tomorrow for tutorial of controls
- Added another dedicated landline for fire panel

Electric Department

- Substation inspections
- Work on breaker 80 at Ash St Sub
- Work on streetlights
- Work on equipment
- Work on SCADA
- Work on switching orders
- Trim trees
- Do locates
- Clean up Horseshoe

Street Department

- Push up burn pile and compost
- Sign replacement
- Snow and ice removal
- Work on equipment
- Burn wood

Library

- Library Board meeting Wednesday at 8am
- Book group Thursday at 11am

- Craft night Thursday at 6:30pm
- Sign up for Spring kids' programs on-going; programs begin Jan. 21st
- Grant Writing Basics for Small/Rural Libraries & Friends webinar Wednesday at 1:00pm
- Resuming Friday program for seniors and adults on the 17th

Building Inspection/Planning Department

- Planning Commission – January 13: WCP Minor Plat, Rezone, Annexation and Gokie alley vacate. Staff reports and packet to be out Thursday at the latest.
- Plan reviews – 4 new home plans. Working with the Fire Marshal for reviews of the Electric Bldg. and Greg Nelson Rue 6, Pasta Barn and Cigar Bar projects
- Code Updates – Pushed to February Meetings
- Registrations – working on a plethora of registrations and licensing applications for the new year.

Engineering

- 500k Water Tower – Survey for communication tenants
- Worthman Blvd Extension – separate water main, plan edits, awaiting final plan set, bid advertisement
- East Hillcrest Drive – lay out utilities, plan edits, complete bid documents, advertise
- WW Rate Study – prepare final report
- Project Move – coordination with Schemmer on Worthman Blvd design

Finance Department

- Preparing 1099s
- Airport December financials
- Utility Collections
- Payroll
- Preparing December Financials
- Claims
- Training for Julie & Cydnee in Caselle
- Caselle anticipated go-live in February
- Caselle weekly team meeting
- Office closed January 21st in the morning for Caselle training

Seward Wellness Center

- Monthly SWC Financial meeting
- Weekly SWC planning meeting (Fitness Classes/Schedule)
- Youth Sports meeting
- Signage review meeting
- Site visit with NDED/Shovel Ready grant officials
- Site visit by Rising Scholars group
- Regular Construction meeting
- Prepare for Seward Showcase Basketball Tournament
- Site Updates:
 - Continued fan installation
 - Continued hallway flooring/general finishes
 - Pool equipment install continues (4 weeks)
 - Epoxy floor coating continues/Cabinets/General finishes
 - Last fitness center equipment delivered/installed on Thursday
 - Locker room flooring complete. Locker room hallway floor to be done this week.

**FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION
ANNOUNCEMENT OF UPCOMING EVENTS
STRATEGY SESSION**

1. Strategy Session with City Attorney Regarding Real Estate Interests - City Attorney Hoffschneider

MOTION TO ADJOURN

I, Derek Bargmann, the duly appointed qualified and acting City Clerk of the City of Seward, Nebraska, hereby certify that the foregoing Notice of Meeting and Agenda for such meeting has been posted in the following places: Seward City Hall, Seward Municipal Building, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.gov

IN WITNESS WHEREOF, I have hereunto set my hand officially and affixed the seal of the City.

Derek Bargmann, City Clerk

Date