

# **TOWNSHIP BOARD**

- Foster Transburg, Chair (elected 2020)  
phone 612-213-6954
- Matt Estrem, Supervisor (elected 2024)  
phone 507-403-9074
- Cole Lindenfelse, Supervisor (elected 2025) phone 507-210-9716
- Tom Tanghe, Clerk (appointed 2024)  
phone 612-396-9451
- Missy Estrem, Treasurer (elected 2025)  
Phone 952-406-1663

**email:** [clerk@northfieldtwp.org](mailto:clerk@northfieldtwp.org)

**website: [www.northfieldtwp.org](http://www.northfieldtwp.org)**

# WHY A TOWNSHIP?

Townships were created after the American Revolution to divide land and provide clear property boundaries. Generally, townships are six miles by six miles. Three supervisors, a clerk and treasurer form the board which oversees township business.

All townships set a yearly levy, or the amount of money collected in tax from residents. The Northfield Township levy is set at the annual meeting in March. For 2026 this levy is \$410,000.00

TOWNSHIP LEVIES VOTED

With this money the board is responsible for:

- local, state, and national elections
- road maintenance
  - rock/ grading/ dust control
  - snow plowing, salt, sanding
  - ditches and right of way maintenance (mowing, tree trimming, etc.)
  - signage
  - debris removal
  - washouts/ blocked roads/ etc.
  - driveway and ditch permits
- fire protection via contracts with local fire department.
- working with other government agencies in the interest of the Township.

## MEETINGS

## MONTHLY MEETING

The town board meets monthly on the second Tuesday at 5:30 PM. The town hall is located at 10901 Jacobs Avenue, Northfield MN 55057.

Meeting updates are posted at the town hall and on the website. January – March 2026 meetings are:

- January 13th, 5:30 PM
- February 10th, 5:30 PM
- March 11<sup>th</sup> 5:30 PM (note this is a Wednesday due to election/ annual meeting on Tuesday the 10th)

Residents are invited to attend meetings.  
Please call the clerk by Monday noon prior to  
the meeting date to add an agenda item.

## **ANNUAL MEETING**

State law requires an annual township meeting on the 2<sup>nd</sup> Tuesday of March. In Northfield Township, this follows the closing of the polls and begins at 8:10 pm on March 10<sup>th</sup>.

Residents vote to approve the levy as presented by the board. Supervisors also present various reports. All are welcome to attend.

## **ELECTIONS**

### **TOWNSHIP BOARD ELECTIONS**

One supervisor position is open for election every year. Anyone interested can file an Affidavit of Candidacy with the clerk between December 30th, 2025, and January 13<sup>th</sup>, 2026, at 5 pm. The term is 3 years.

The 2026 township election will be held on Tuesday, March 10<sup>th</sup> from 2 pm to 8 pm.

### **GENERAL ELECTIONS**

The township administers the general election at the town hall for local, primary, and state/federal offices. Absentee ballots are administered by the Rice County Property Tax & Elections Department and can be obtained from that office. There are 632 township residents registered to vote.

- Tuesday March 10<sup>th</sup>, 2026- Township Election Day
- Tuesday August 11<sup>th</sup>- State Primary Election Day
- Tuesday November 3<sup>rd</sup>- State General Election Day

### **ELECTION JUDGES**

Currently sixteen township residents serve as election judges. Judging is an opportunity to see local government, participate first-hand and meet other residents of the township. There is training and compensation for the position.

New judges are always needed and encouraged to join.

If you have any interest in serving as an election judge, any questions or are ready to sign up please call the clerk.

## **ROAD MAINTENANCE**

**Northfield Township Maintains 37.85 miles of roads.**

If you find debris on the roads or other dangerous conditions, please contact the clerk or a supervisor. If it is an emergency call 911.

Warning signs and barricades can be set to alert drivers to hazardous conditions or roads that are temporarily closed.

## **ROADS- WINTER**

### **SNOWPLOW TIMING**

Northfield Township operates a grader and plow truck staffed by two part-time employees. Plowing usually starts near the end of a snowfall. If conditions are too dangerous, plowing may not begin until conditions improve. When possible, the driver alternates the start location, from one of the four quadrants of the township – north, south, east, and west. Salt, sand, and chips are applied as needed.

The township is not responsible for snow thrown in driveways, damage done to mailboxes, fences, etc., due to thrown snow or equipment hitting these objects, or damage to landscaping within the road right-of-way.

## **PUSHING PRIVATE SNOW ONTO PUBLIC ROADS**

Per MN Statute 160.2715 it is illegal and punishable as a misdemeanor to plow, shovel, or place snow on township roadways. Similar rules apply on county and state roads. Snow from your property should be plowed to and piled on your own property and not pushed across roads. If you have someone else plow your driveway, etc., please remind them of this state statute. Civil penalties may apply if the placement of snow creates a hazard that contributes to a motor vehicle crash or pedestrian injury. The civil penalty can extend to both the property owner and the person who places the snow.

## **ROADS- SPRING**

### **GRAVEL**

Each spring supervisors tour the road network. Rock and needed maintenance are planned. Heavily traveled roads may need crushed rock every year, but most roads are on a two or three-year cycle.

### **GRADING**

It is best to grade roads after a rainfall as the road surface is easiest to work. Spring grading occurs as soon as possible after fresh rock is applied and as needed throughout the summer.

### **DUST**

Each year, dust control (liquid chloride) is sold to residents. Property owners prepay for their selected length and width of road treatment.

If you participated in previous years, look for forms mailed out by early May. If you are new to the dust program, contact the clerk for forms.

The goal for gravel, grading and dust completion is early June. This depends on several variables to align including weather and vendors.

## **ROADS- SUMMER/FALL**

### **REGULAR MAINTENANCE**

Grading as needed, ditch mowing and tree/brush removal occur throughout the summer and fall. A final grading occurs as close as possible to winter snow and freezing.

### **WILD PARSNIP**

Wild Parsnip is a noxious weed. The sap causes severe blistering of the skin-especially in sunlight. It is found in many areas of Minnesota, often in road ditches, drainage ditches, and adjacent grassy areas near woodlots.

Northfield Township reduces the infestation using timely mowing and spraying.

Wild parsnip is not a problem in row crop fields, due to farmer's weed control programs.

However, infestations are often found on private land in waterways, grassland and near woodlots. Several residents have worked to control wild parsnips on their property. This helps to prevent regrowth of treated areas.

Residents are asked to watch for infestations on their private land and work to control it, as required by law.

Minnesota Statutes, section 18.83 subd. 1, that all in Rice County, Minnesota, shall control or eradicate all noxious weeds on land they own, occupy, or are required to maintain. Control or eradication may be accomplished by any lawful method, but the method(s) applied may need to be repeated to prevent the spread of viable noxious weed seeds and other propagation parts to other lands. Failure to comply with the general notice may mean that a notice will be issued. An individual notice may be appealed within two working days of receipt to the appeal committee in the county where the land is located. Failure to comply with the individual

notice will mean that the inspector having authority may either hire the work done or seek a misdemeanor charge against the person(s) who failed to comply. If the inspector /does the work, the cost can be placed as a tax upon the land and collected as other real estate taxes are collected. Local weed inspectors are township supervisors, city mayors, or their appointed assistants.

“Do Not Spray” signs are available for purchase by residents to place in right-of-way areas where they will assume responsibility for noxious weed control.

The board is looking for township residents who will “adopt a roadside” to aid with noxious weed eradication. Those interested can contact Supervisor Foster Transburg. Training could be made available to learn how to identify noxious weeds and to learn what spot spray chemicals are most effective for eradication.

## **FIRE DEPARTMENT**

Northfield Township is part of the Rural Fire District, which contracts with NAFRS (Northfield Area Fire and Rescue Services) aka the Northfield Fire Department- for the entire township. For 2025 this was \$50,592.00.

### **TREES + DRIVEWAYS**

NAFRS reminds all residents to check any tree canopy over their driveway for clearance for a fire truck. Low limbs or branches could delay the fire department reaching any emergency on your property.

If there are any questions about this, please contact Northfield Fire Chief Tom Nelson at 507-366-8124 or [admin@nafrs.org](mailto:admin@nafrs.org).

### **BURNING PERMITS**

Burning permits are available on-line through the Minnesota DNR's website: [www.dnr.state.mn.us/burningpermits](http://www.dnr.state.mn.us/burningpermits). You need to provide your name, address, phone number, and the legal description of where the burning will take place. The legal description can be found on a tax statement or deed for the property. Information on the website will tell you how to activate the permit(s) on the day or days when you want to burn. The permits are valid for the calendar year. If you have questions about what can be burned and when, visit the DNR's website:

[www.dnr.state.mn.us/forestry/fire/questions.html](http://www.dnr.state.mn.us/forestry/fire/questions.html)

NAFRS began issuing a Fire Response invoice (fine) to people or property owners who burn without a permit, burn without activating an issued permit or who have an out-of-control fire.

## **OTHER PERMITTING**

### **DRIVEWAY PERMITS**

Permits for new driveways, additional driveways, or revisions (including paving) to current driveways and field approaches adjacent town roads are required and issued by the Township. If you live along a county or state road, you must contact the county or state. Driveways must be built according to MN Statute 160.2715 and provide a smooth transition from driveway to roadway. The 2026 cost for a driveway permit is \$100. When applying for a driveway permit, a resident must also pay a \$500 deposit. Permit applicants should notify the township when the driveway is ready for final inspection. A supervisor inspects the driveway and if the requirements have been satisfied, the \$500 will be returned to the resident. The installer/landowner is responsible for requesting a final inspection and a refund of the \$500 deposit. Please call the clerk or one of the supervisors if you want a driveway permit application.

### **RIGHT-OF-WAY PERMITS**

Permits are also required for any work to be done in the right-of-way. The right-of-way includes driveway and ditch areas and driveways up to the edge of and to the midpoint on a township road. A right-of-way permit is available from the clerk and/or on the township website [www.northfieldtwp.org](http://www.northfieldtwp.org). Contact Gopher State One Call before digging at 866-640-3637 or [www.gopherstateonecall.org](http://www.gopherstateonecall.org).

### **BUILDING PERMITS**

Rice County manages planning and zoning matters in Northfield Township. Residents needing a building permit should contact the Rice County Environmental Services Office at 507-332-6113.

## **MISCELLANEOUS**

### **ANNEXATION**

A 20-year Joint Resolution for Orderly Annexation was first signed with the City of Northfield in 2001. This is not the annexation of specific land, but an agreement for a process by which land may be annexed. The original agreement was extended to 2025 and now expires December 31<sup>st</sup>, 2041. See the township website for details.

### **TOWNHALL RENTAL**

The town hall building is rented throughout the year to family parties, civic group meetings, and similar events. It functions well as a space for this.

If you are interested, contact the clerk.

### **NEW NEIGHBORS**

Do you have a new neighbor? When someone moves, the township does not receive notification. If you visit a new neighbor, please encourage him/her to contact the clerk with

any questions, or let the clerk know of the new resident. The clerk can mail a newsletter to help with quick acclimation to Township life.

### **EVERBRIDGE CITIZEN ALERT**

Rice County Emergency Management uses the Everbridge Citizen Alert system as one way to communicate with residents.

This system allows the Rice and Steele 911 Center to quickly provide critical information in a variety of situations, such as certain severe weather events, missing people, or hazardous and/or dangerous incidents that may lead to evacuations of buildings or neighborhoods.

You must sign up to receive notifications and be alerted of an emergency that may affect you. All Rice County residents are encouraged to sign up for this free service. The information entered is protected and will not be used for any other purposes.

To initially sign up, update your contact information, or change your alert settings, go to <https://member.everbridge.net/453003085612579/login>. Direct links to the login page can also be accessed from several places on the Rice County website, including the Sheriff's Office and Public Health. Any individual who needs help can register by calling Rice County Emergency Management 507-332-6119.

### **RECOGNITION**

The Northfield Township Board acknowledges our road maintenance employees Donnley Bultman and Andy Groth. They are available 24/7 in any weather or condition to keep the roads safe and open.

The Board also appreciates all residents who participate and assist, in any way small or big, with the business of the township.

And if you made it to end of this newsletter, thank you for your attention to all this information! We welcome any feedback.

Northfield Township  
Newsletter 2025

10901 Jacobs Avenue  
Northfield MN 55057

