

# NORTHFIELD TOWNSHIP NEWSLETTER – 2024

## NORTHFIELD TOWNSHIP BOARD

- Brian Peterson, Chair (elected 1998)  
507-649-1888
- Foster Transburg, Supervisor (elected 2020) 612-213-6954
- Matt Estrem, Supervisor (elected 2024)  
507-403-9074
- Jessi Hubers, Treasurer (elected 2019)  
612-242-8817
- Tom Tanghe, Clerk (appointed 2024)  
612-396-9451

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

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

## MONTHLY MEETINGS

The Town Board normally meets at 6:30 P.M. on the second Tuesday of each month at the Townhall located at 10901 Jacobs Avenue, Northfield MN 55057.

Meeting updates are posted at the Townhall and on the website. January – March 2025 meetings are:

- January 14th, 6:30 PM- Township board.
- February 11th, 6:30 PM- Township board.
- [Wednesday] March 12th, 6:30 pm- Township board.

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

## TOWNSHIP ELECTION

Two board members retire in 2025.

- Brian Peterson after 26 years as Supervisor.
- Jessi Hubers after 6 years as Treasurer.

Anyone interested in running for office can file an Affidavit of Candidacy with the Clerk between December 31<sup>st</sup>, 2024, and January 14<sup>th</sup>, 2025. Supervisor term is 3 years, Treasurer

term is 2 years. The 2025 Township Election will be held on Tuesday, March 11<sup>th</sup> from 2 pm to 8 pm.

## TOWNSHIP ANNUAL MEETING

State law requires an annual Township meeting 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 11<sup>th</sup>. Residents vote to approve the levy as presented by the board. Supervisors also present various reports. It is like a State of the Township presentation.

## GENERAL ELECTIONS

There are 655 Township residents registered to vote.

The Townhall serves as the polling place for all residents for the local, primary, and general elections. Absentee ballots are administered by the Rice County Property Tax & Elections Department and can be obtained from that office.

2024 was busy for elections. The August Primary and Presidential Election occurred without issue.

The only 2025 Elections are for Township Supervisor and Treasurer.

## ELECTION JUDGES

16 Township residents currently serve as election judges. There is always room for more. 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. Rice County Elections office presents the training. Judges serve on an election day for 4-8 hours depending on preference. To learn more, please contact the Clerk.

## SNOW SEASON

Per MN Statute 160.2715 it is illegal and punishable as a misdemeanor to plow, shovel,

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or place snow onto 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.

## **NORTHFIELD TOWNSHIP'S SNOW REMOVAL POLICIES**

The Township's plow usually starts when a snowfall has ended. The plow will not go when conditions make plowing dangerous. When possible, the driver alternates starting the snow removal from one of the four quadrants of the township – north, south, east, and west. Salt, sand, and chips are applied, as needed, to increase the safety of the road surface. 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.

## **ROAD MAINTENANCE**

Northfield Township maintains 37.85 miles of roadway. Each spring the Supervisors decide which roads need crushed rock. Heavily traveled roads may need crushed rock every year, but most roads are on a two or three-year cycle. Crushed rock is scheduled to be delivered and spread on roads in late May or early June, weather and vendor availability dependent.

Dust control is applied as soon as possible after the new crushed rock is graded. Weather conditions in recent years have made it difficult to grade roads on a regular basis. It is best to grade roads after a rainfall as the road surface is easier to manipulate for best driving conditions. The Township has warning signs and barricades that can be put in place to alert drivers to

hazardous conditions or roads that are temporarily closed.

If you find debris on the roads or other dangerous conditions, please contact the Clerk or a Supervisor so the problem can be fixed. If an emergency call 911.

## **June 2<sup>nd</sup> Storm**

Two heavy rainfalls in June occurred in Rice County. The June 2<sup>nd</sup> storm affected Northfield Township. A large swath of water ran from about the SW corner of the Township towards Dennison, washing out roads and clogging culverts and ditches, and leaving large piles of debris to be cleaned. Township staff were out that night and have worked continuously along with local contracted excavators and tree trimmers to clean, repair, and prepare Township roads and ditches for the future. The work is almost complete. The Township is approved for State Aid in the form of reimbursement for June 2<sup>nd</sup> Storm damage repair up to 75%.

## **RESIDENT PAID DUST CONTROL**

Most roads maintained by Northfield Township have a crushed rock surface, and a few of the roads maintained by the county within the township also have a crushed rock surface. Each year, the application of liquid chloride is offered to residents to control dust. The cost of this dust control is pre-paid by the resident requesting it. The application is scheduled after the crushed rock has been delivered and graded.

Applications for dust control are mailed to previous applicants in April of each year. Anyone wishing to apply for dust control for the first time can call the Clerk for more information. Stakes are available for marking the area where residents wish to have dust control applied. One of the Supervisors usually rides along with the dust control truck driver to help ensure the product is applied at the correct residences.

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Weather, availability of crushed rock and chloride, and vendor scheduling are the biggest factors in the timing of application.

Residents who live on a road maintained by the county are subject to the county's maintenance schedule. The maintenance schedule may affect the delivery of new rock and chloride.

Roads receive a final grading as close to ground freeze and/or snow fall as possible. During this process, the areas that have received chloride treatment may also need to be maintained by the grader.

## **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). The applicant needs to provide their 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)

## **DRIVEWAY PERMITS**

Permits for new driveways, additional driveways, or revisions (including paving) to current driveways and field approaches must be approved by the Township Board and/or road Supervisor for residents who live on a road that is maintained by the Township. If you live along a county or state road, you must contact the right entity. Driveways must be built according to MN Statute 160.2715 and provide a smooth transition from driveway to roadway. The 2024 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. The driveway is

inspected by a Supervisor 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 wish to obtain 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**

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

## **WILD PARSNIP**

Wild Parsnip is a noxious weed, the sap of which can cause severe blistering of the skin especially in the presence of sunlight. It is found in many areas of Minnesota, often in road ditches, drainage ditches and adjacent grassy areas near woodlots. In recent years, with the help of a Minnesota Department of Agriculture grant, Northfield Township has made progress in reducing the infestation in our township using timely mowing and spraying. The Township did not have grant funding in 2024, but did continue spot spraying to control wild parsnip and other noxious weeds as well as invasive trees in the Township right-of-way. Wild parsnip is generally not a problem in row crop fields, due to producers' weed control programs. However, infestations are often

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found on private land in waterways, grassland and near woodlots. Several residents have extended special efforts to control this menacing weed on their property which helps to prevent its reintroduction to areas where control progress has been made. Residents are asked to watch for infestations on their private land and work to control it, as required by law. “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 Brian Peterson to learn more. Training could be made available to learn how to identify noxious weeds and to learn what spot spray chemicals are most effective for eradication. If you have questions about control methods, please contact a township supervisor.

## **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, and now expires December 31<sup>st</sup>, 2024. The Township and City have come to a tentative agreement which will extend to December 31<sup>st</sup>, 2041. This tentative agreement will be posted soon to the Township website. Residents within the affected areas will be notified by mail. The agreement will be presented, with an opportunity for discussion at 5 pm on January 14<sup>th</sup>, 2025, at the Township Hall. Following this presentation, the board will vote on it at the regular Township Board meeting at 6:30 pm.

## **TOWNHALL RENTAL**

The Townhall is available for organization’s monthly meetings, family gatherings, etc. If interested, please contact the Clerk.

## **NEW NEIGHBORS**

Do you have a new neighbor? When someone moves in, the Township does not receive notification. If you visit with 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 persons, 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://tinyurl.com/ybcvta9n>. 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 individuals who need help can register by calling Rice County Emergency Management @ 507-332-6119.

## **CAN A FIRE TRUCK GET DOWN YOUR DRIVEWAY?**

Northfield Fire Chief Tom Nelson asks Township residents with a tree canopy over their driveway to take a look. Can a fire truck get through? There are some structures in the county which the Fire Department can’t reach due to tree growth over the driveway. If in doubt, contact Chief Nelson at 507-366-8124 or [admin@nafrs.org](mailto:admin@nafrs.org).

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Northfield Township - Receipts and Disbursements for Recent Years			
Receipts	2021-Levy \$235,000	2022-Levy \$265,000	2023-Levy \$310,000
Taxes-Rice County	251,547	294,599	304,374.00
Taxes-State	9,755	27,257	9,728
Taxes-Northfield Annexation	200	0	0
Interest	260	1,044	2,049
Maintenance/Hall Ave-City of Northfield	2,930	11,333	2,814
Dust Control-Residents	18,690	22,485	21,196
Snowplowing/Sanding	1,830	1,200	3,367
Rock/Grading	0	189	0
Culverts/Ditch Work	8,750	15,277	1,980
Dividends/Retirements/Amb Refund/DNR	72	139	416
Miscellaneous, Transfers	244	299	1,892
Disaster Assist/FEMA-State/Ins	0	0	0
CARES Act	47,866	47,866	0
<b>Total</b>	<b>342,144</b>	<b>421,688</b>	<b>347,816</b>
<b>Disbursements</b>			
Wages, PERA, Taxes	56,857	84,301	74,316
Contract Labor	0	0	0
Fuels	8,446	14,210	14,073
Legal, Office, Utilities	6,794	6,870	7,222
Insurance	6,708	6,967	7,541
Repairs & Maintenance Equip. and Building	37,597	8,383	40,235
Rock	93,022	104,395	93,016
Shop Supplies	565	1,417	453
Salt and Sand, Chips	2,242	1,317	5,091
Northfield Rural Fire	32,219	30,551	32,588
Dust Control	16,908	29,037	25,466
Mower 2018/Tractor 2020	0	0	0
Culverts/Bridge Sealing	6,486	1,916	10,502
Tree Trimming	835	325	0
Misc/Roadside Vegetation	7,678	15,916	6,314
Capital, R&B, Fund Transfers	25,000	55,000	30,000
CARES Act	632	8,686	18,461
<b>Total</b>	<b>301,989</b>	<b>369,291</b>	<b>365,278</b>
<b>2023 Beginning Balance</b>			
329,377	<b>347,816</b>	<b>365,278</b>	<b>341,915</b>

### A NOTE FROM THE CLERK

There is so much that goes on behind the scenes to support the infrastructure and residents of our Township. Supervisors are always on call and on the lookout for the safety and well-being of residents.

Road staff Donnley Bultman and Andy Groth work hard to provide road maintenance and roadside/right-of way maintenance in the road grader and plow/dump truck year round in varied conditions.

I thank all our Township staff for their service. If you get a chance express a word of appreciation to our current board members and staff.

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

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