



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Draft Housing & Redevelopment Authority

Monday, June 30, 2025

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

Chair Malecha called the meeting to order at 6:04pm.

Present: 6 - Board Member Maelynn Thomas, Board Member Brent Nystrom, Chair Galen Malecha, Board Member Michael Thorsteinson, Vice Chair James Crow and Board Member Davin Sokup

Absent: 1 - Board Member Tim Freeland

Housing Coordinator Melissa Hanson, Community Development Director Jake Reilly, Administrative Associate Kari Bonde, Housing Intern George Perry.

APPROVAL OF AGENDA

A motion was made by Board Member Thomas, seconded by Board Member Thorsteinson, to approve the agenda. The motion carried by the following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

APPROVAL OF MINUTES

1. [25-358](#) May 1, 2025 HRA Meeting Minutes

Attachments: [05-01-2025 HRA Meeting Minutes](#)

A motion was made by Vice Chair Crow, seconded by Board Member Nystrom, to approve the May 1, 2025 HRA Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

2. [25-359](#) May 1, 2025 HRA Work Session Meeting Minutes

Attachments: [05-01-2025 HRA Meeting Minutes - Work Session](#)

A motion was made by Board Member Thorsteinson, seconded by Board Member Sokup, to approve the May 1, 2025 HRA Work Session Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

OPEN PUBLIC COMMENT

None.

BOARD MEMBER AND COMMISSIONER REPORTS

None.

REGULAR AGENDA

3. [25-360](#) HRA to Consider Lincoln Woods Townhome HOA request for funds.

Attachments: [1. Lincoln Woods Addition Plat](#)
[2. Map of Lincoln Woods Town Homes](#)
[3. Lincoln Woods Town Homes Request](#)
[4. Reciprocal Easement Agreement](#)
[5. Warranty Deed](#)
[6. 2012 Easement Agreement](#)
[7. Housing Improvement Areas](#)
[8. Lincoln Woods Resolution](#)

Housing Coordinator Melissa Hanson introduced this item noting the Lincoln Woods Townhome HOA is asking the HRA to help provide financial help with resurfacing the driveway on the east side. Board Members decided to postpone this item until the next meeting and asked that the HOA come to the next meeting.

4. [25-361](#) Rice County Neighbors United Cleanup Request on Behalf of Viking Terrace, Riverside and Northfield Estates.

Attachments: [1. Neighbors United Request](#)
[2. Citywide Cleanup Days Press Release](#)

Housing Coordinator Melissa Hanson introduced this item noting that the Rice County Neighbors United are requesting on behalf of Viking Terrace, Riverside and Northfield Estates that the Clean Up Days be resurrected for these communities.

Mar Valdecantos - is there a possibility to have a discounted rate that Lakeshore provides? Could Rotary help? Transportation would be difficult if they had to bring items somewhere.

Staff will talk with Public Works and bring it back to the HRA.

A motion was made by Board Member Thomas, seconded by Board Member Sokup, to have the HRA staff work with the Public Works department and City Administration staff to bring forward a selection of solutions to this problem where there's not enough opportunities for all of the community to participate in the city-wide garbage and recycling clean up of large items. (tires, mattresses etc.). The motion carried by the following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

5. [HRA Res. 2025-008](#) The HRA to Establish a Subcommittee.

Attachments: [HRA Subcommittee Resolution](#)

Housing Coordinator Melissa Hanson is asking for a formal subcommittee of up to 3 commissioners. With Board Member Freeland missing, the HRA will decide on who will be on the subcommittee at the next meeting.

A motion was made by Board Member Nystrom, seconded by Board Member Sokup, to approve the HRA Resolution 2025-008, Establishing a HRA Finance Subcommittee. The motion carried by the following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

6. [25-362](#) Update on Grant Application to Minnesota Housing for Infrastructure for Potential Homes Adjacent to Meadows Park.

Attachments: [1 - Resolution for MN Housing Greater Minnesota Infrastructure Grant application](#)
[2 - Greater MN Housing Infrastructure Grant Program Guide](#)
[3 - 2005 preliminary plat fargaze meadows](#)
[4 - 2015 Preferred road layout](#)
[5 - 2015 scenarios with housing](#)
[6 - CC Resolution 2015-108 MeadowsPark](#)

Community Development Director Jake Reilly gave an update on the MN Housing grant application and gave background information on Meadows Park potential homes.

STAFF UPDATES

7. [25-363](#) Staff Updates on Outstanding Community Development Items and City-Wide projects

Attachments: [1 - Hyperlink to City's Development Page](#)
[2 - Hyperlink to Northwest Area Business Park](#)
[3 - Hyperlink to Ice Arena](#)
[4 - Hyperlink to Sept 23, 2024 EDA Meeting](#)
[5 - March 2025 City Administrator Memo](#)

Housing Coordinator Melissa Hanson noted they have closed on 2334 Elianna Dr. and introduced HRA Intern, George Perry.

Community Development Director Jake Reilly announced that the Comp Plan is updated and on the City's website!

ADJOURNMENT

A motion was made by Board Member Thomas, seconded by Board Member Thorsteinson, to adjourn the meeting at 7:12p.m. The motion carried by the

following vote:

Yes: 6 - Board Member Thomas, Board Member Nystrom, Chair Malacha, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup