



# City of Northfield

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

## Meeting Minutes - Final Housing & Redevelopment Authority

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Thursday, June 6, 2024

6:00 PM

Council Chambers

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

*Chair Malecha called the meeting to order at 6:05pm.*

**Present:** 4 - Board Member Maelynn Thomas, Board Member Brent Nystrom, Board Member Tim Freeland and Galen Malecha

**Absent:** 3 - Vice Chair James Crow, Board Member George Zuccolotto and Board Member Michael Thorsteinson

### ALSO PRESENT

*Community Development Director Jake Reilly, Housing Coordinator Melissa Hanson and Administrative Associate Kari Bonde.*

### APPROVAL OF AGENDA

A motion was made by Board Member Freeland, seconded by Board Member Thomas, to approve the agenda as amended. A budget update and meeting date changes was added to the end of the agenda. The motion carried by the following vote:

**Yes:** 4 - Board Member Thomas, Board Member Nystrom, Board Member Freeland and Chair Malacha

### APPROVAL OF MINUTES

1. [24-368](#) May 2, 2024 HRA Meeting Minutes

**Attachments:** [1 - 05-02-2024 HRA Meeting Minutes](#)

A motion was made by Board Member Nystrom, seconded by Board Member Freeland, to approve the May 2, 2024 HRA Meeting Minutes. The motion carried by the following vote:

**Yes:** 4 - Board Member Thomas, Board Member Nystrom, Board Member Freeland and Chair Malacha

### OPEN PUBLIC COMMENT

*None.*

### REGULAR AGENDA

2. [24-369](#) 2025 Board and Commission Appointment Process Update

*Housing Coordinator Melissa Hanson reviewed board and commission assignments and noted Board Member Crows term is up and he can reapply.*

3. [24-370](#) The HRA Board shall be given an update on outstanding HRA/City and housing related items.

**Attachments:** [1 - 022924 Table Discussions](#)  
[2 - 022924 HandWrittenQuestions](#)  
[3 - Northfield Money Article](#)

4. [24-371](#) Southbridge Development Update and Geotechnical Analysis Request.

**Attachments:** [1 - MOU between Northfield HRA and NCF](#)  
[2 - NCF Memo to Northfield HRA Board 2024-05-24](#)  
[3 - 10.03 Land Dispostition Policy](#)

*Housing Coordinator Melissa Hanson introduced this item. Hanson reviewed NorthCountys proposal against the newly adopted Land Disposition Policy and gave 3 options to the board for discussion.*

*Next steps:*

- City is still moving forward with geotechnical analysis on the lots to ensure they are ok to build on.*
- to have a meeting by the end of July with NCF/Rice County - Habitat for Humanity/JohnsonReiland.*

5. [24-372](#) HRA to Review the HRA Purchase of 308 Cherry Street.

**Attachments:** [HRA Resolution 2023-003](#)

*Housing Coordinator Melissa Hanson introduced this item and answered questions from the board. Information item only.*

6. [HRA M2024-016](#) City of Northfield Housing and Redevelopment Authority (HRA) to Consider Additional Property Purchase at 706 and 716 2nd Street West, Northfield.

**Attachments:** [1 - 706 Beacon Report 2236453014](#)  
[2 - 716 Beacon Report 2236453013](#)

*Housing Coordinator Melissa Hanson introduced this item noting the hospital is looking to sell 706 and 716 2nd St. W.*

**A motion was made by Board Member Freeland, seconded by Board Member Thomas, to approve the consideration of property purchase at 706 and 716 2nd Street West, Northfield. Motion carried by the following vote:**

**Yes:** 4 - Board Member Thomas, Board Member Nystrom, Board Member Freeland and Chair Malacha

## STAFF UPDATES

7. [24-373](#) Update on Property Owned by the City of Northfield Housing and

Redevelopment Authority (HRA).

*Housing Coordinator Melissa Hanson noted this is an informational item only.*

[24-369](#)

#### 2025 Board and Commission Appointment Process Update

*Housing Coordinator Melissa Hanson noted there will be an Old Home Window Workshop, that the HRA is hosting, this Saturday at the Library from 10am - 1pm.*

*Community Development Director Jake Reilly had a meeting calendar update noting some date conflicts and gave an update with HRA budget dates for this year.*

## BOARD MEMBER AND COMMISSIONER REPORTS

## ADJOURNMENT

**A motion was made by Board Member Thomas, seconded by Board Member Nystrom, to adjourn the meeting at 7:37pm. The motion carried by the following vote:**

**Yes:** 4 - Board Member Thomas, Board Member Nystrom, Board Member Freeland and Chair Malacha