



City of Northfield

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

Meeting Minutes - Final Economic Development Authority

Thursday, September 22, 2022

11:00 AM

Council Chambers

CALL TO ORDER & ROLL CALL

The meeting was called to order at 11:04AM.

*Also present: Youth Representative Quinn Edwards, Economic Development Coordinator Nate Carlson, Economic Development Associate Anna Watson, Meetings Associate Edward Malnar, Meetings Associate Kaitlin Moe
Commissioners took the opportunity to introduce themselves and welcome new Youth Representative Quinn Edwards.*

Present 5 - Enoch Blazis, Rachel Leatham, Jessica Peterson White, Rhonda Pownell, and Randy Yoder

Absent 2 - Andrew Ehrmann, and Mike Strobel

APPROVAL OF AGENDA

A motion was made by Commissioner Peterson White, seconded by Commissioner Yoder, to approve the meeting agenda. The motion carried by the following vote:

Yes: 5 - Blazis, Leatham, Peterson White, Pownell, and Yoder

APPROVAL OF MINUTES

1. [22-551](#) July 28, 2022 EDA Meeting Minutes

Attachments: [07-28-2022 EDA Minutes](#)

A motion was made by Commissioner Leatham, seconded by Commissioner Peterson White, to approve the July 28 meeting minutes. The motion carried by the following vote:

Yes: 5 - Blazis, Leatham, Peterson White, Pownell, and Yoder

FINANCIALS

2. [22-605](#) August 2022 EDA Financials

Attachments: [1 - August EDA Finances 2022](#)
[2 - August EDA Loan report 2022](#)

ED Coordinator Carlson presented the financials. He reported one business closure and the completed pay-offs of 5th St. Lofts and Larson's Printing loans.

NEW BUSINESS

3. [EDA M2022-011](#) 2023 Final EDA Budget Approval

Attachments: [1 - 2023 EDA Budget_Final_Aug 2022](#)
[2 - Connecting businesses and community _UMN Extension](#)

ED Coordinator Carlson presented the proposed 2023 budget. He noted an expansion of the MCCD business counseling contract and the continuation of the Riverfront Enhancement Grant program.

Carlson also mentioned that local businesses are looking for clarity about the availability of federal funding programs. ED Associate Watson added that this time presents an opportunity to promote EDA support to local businesses and connect with them.

A motion was made by Commissioner Peterson White, seconded by Commissioner Leatham, to approve the EDA Motion. The motion carried by the following vote:

Yes: 5 - Blazis, Leatham, Peterson White, Pownell, and Yoder

4. [22-606](#) EDA Future Meeting Schedule

Attachments: [1 - Future Meeting Schedule 9-22-2022](#)

ED Coordinator Carlson described the change of the regular meeting time from the fourth Thursday of each month to the fourth Monday of each month at 6:00PM. He described schedule conflicts with upcoming holidays and suggested combining the November and December meetings on December 1. Commissioners suggested and verbally agreed to November 28 as a combined meeting, with no vote.

REPORTS FROM BOARD MEMBERS AND PRESIDENT

President Blazis described changes to the location and schedule of the St. Olaf Christmas Festival which will also affect tourism around that event; Commissioner Peterson White suggested outreach to help businesses prepare. ED Coordinator Carlson described expansion at various businesses despite the tight labor market. He also described the architectural planning process for Archer House and reported that the EDA should eventually expect review of incoming business plans. The liquor store property will be further developed and a major parking study is upcoming in the winter. ED Associate Watson reported four grants approved for riverfront enhancement. Commissioners discussed business succession and what role the EDA can or should have when businesses are sold.

ADJOURNMENT

The meeting was adjourned at 11:54AM.