



La Crosse Area Planning Committee

Metropolitan Planning Organization

Serving the La Crosse/La Crescent Urbanized Area

Peter Fletcher, Director Jackie Eastwood, Transportation Planner

Erin Duffer, Transportation Planner

La Crosse County Administrative Center

212 6th Street North ☐ Room 2300 ☐ La Crosse, WI 54601

PH: 608.785.5977 Website: www.lacrossecounty.org/mpo

LA CROSSE AREA PLANNING COMMITTEE

MINUTES OF JUNE 21, 2023

Held in person and via Microsoft Teams

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|-------------------------|---|
| MEMBERS PRESENT: | Patrick Barlow, Mike Poellinger, Stan Hauser, Mitch Reynolds, Monica Kruse, Scott Schumacher, Kim Smith |
| MEMBERS EXCUSED: | Bob Stupi, Tim Candahl, Dan Kapanke |
| OTHERS PRESENT: | Peter Fletcher, Jackie Eastwood, Erin Klar (Recorder), Jane Klekamp, Kathleen Stewart, Erin Duffer |

CALL TO ORDER

Chair Patrick Barlow called the meeting to order at 4:30 p.m. Roll call was taken and a quorum was called.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES OF THE MAY 17, 2023 LAPC MEETING

MOTION by Reynolds/Poellinger to approve the minutes of the May 17, 2023 La Crosse Area Planning Committee meeting. **Motion carried unanimously.**

METROPOLITAN PLANNING ORGANIZATION (MPO) ORGANIZATIONAL STRUCTURE

Peter Fletcher reviewed the history of the MPO and the current structure of the organization. With two retirements this year and the current employment climate, it leaves the MPO vulnerable to staff changes as others are not aware of the day to day operations of the MPO. The MPO being housed in the county Zoning, Planning, and Land Information Department makes the most sense and their staff support can be utilized. Ultimately, the County Administrator has the authority to make the decision. **MOTION** to Poellinger/Hauser in support of moving towards the MPO being within the Zoning, Planning, and Land Information Department. **Motion carried unanimously.**

MPO HIRING PROCESS/TIMELINE FOR DIRECTION POSITION

The MPO Director position will be posted before August 1, 2023. The La Crosse County HR department and Director of Planning, Zoning, and Land Information will screen applicants for job requirements. The Interview Selection Committee will be:

- City LAPC policy board representative
- Town LAPC policy board representative
- Village LAPC policy board representative
- LAPC advisory committee (TAC and/or CTAT) representative
- LAPC advisory committee (TAC and/or CTAT) representative
- County Administrator and/or designee

Once the job is posted and potential candidates are selected, the interview panel will conduct interviews and select an MPO Director.

MPO DIRECTORS JOB DESCRIPTION

The job description was presented and approved. **MOTION** by Poellinger/Schumacher to send the job description to HR to move as quickly as possible. **Motion carried unanimously.** The Committee would support overlap in the new hire and Peter before his retirement. Regarding the addition of a staff member to the MPO, the committee would like to hire a director before hiring an additional staff person.



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OTHER BUSINESS – None noted.

FUTURE AGENDA ITEMS

- 2023-2026 TIP amendment
- 2024-2027 MN TIP Project List
- MPO staffing/director discussion

NEXT MEETING DATE: Wednesday, July 19, 2023 at 4:30 p.m.

MOTION by Schumacher/Poellinger to adjourn the meeting at 5:24 p.m. **Motion carried unanimously.**

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

Recorded by Erin Klar