



July 31, 2020

Via E-mail & USPS Certified Mail

Adult & Dislocated Worker Section
PO Box 7972
Madison, WI 53707

Timothy Michalak, Mayor of Hartford
Steve Volkert, City Administrator
c/o City Hall
109 N Main Street
Hartford, WI 53027

Dear Sir or Madam:

Please accept this letter as notice that Helgesen will be reducing staff by 102 positions between both of its Hartford, WI locations: 1055 W. Sumner Street, Hartford, WI 53027 and 1720 Innovation Way, Hartford, WI 53027. The employees affected have been notified that their last day of employment will be on September 30, 2020. These reductions are an inevitable result of the COVID-19 pandemic and its devastating impact to our customers' demand.

Beginning on March 30th, when customer demand first started declining as a result of COVID, voluntary 3-week furloughs were granted to employees, along with rotating mandatory 1-week furloughs. Due to accelerated "unforeseen business circumstances" created by our customers' response to the pandemic, various shut-down orders, and diminished forecasts, we implemented a production shut-down the week of April 20th. On April 27th, Company-driven long-term furloughs were initiated, and are still currently in place. Last, we implemented a Company-wide shut-down the week of June 29th. It was always our desire to bring all staff back to work after customer demand stabilized and businesses reopened. However, the length and severity of the COVID-19 pandemic, its economic impact on the fabricated metals industry, and foreseeable impact to customer demand has regrettably driven the necessity for an overall permanent reduction in staff at Helgesen.

Attached you will find a listing of the positions impacted by this decision, and the number of staff affected within each position. The affected employees are not represented by a union; therefore, no bumping rights will exist.

If you have any questions or need any additional information regarding this matter, I can be reached directly at - (262) 709-4463.

Sincerely,



Nate Marshall
President

Titles of Positions Affected	Number in Each Position
Assembly	6
Press Brake	5
Laser	9
Weld	40
Shipping/Receiving/Material Handling	13
Engineering/Manufacturing Support	10
Administration	4
Paint	15
Total	102