



February 26, 2021

SENT VIA CERTIFIED MAIL AND E-MAIL

State Rapid Response Coordinator
Adult & Dislocated Worker Programs
Wisconsin Department of Workforce Development
201 E. Washington Ave.
Madison, WI 5370
bwtdwering@dwd.wisconsin.gov
WIOATitleI@dwd.wisconsin.gov

SENT VIA CERTIFIED MAIL AND E-MAIL

Charles Taylor, President
Village of Hixton
145 East Main Street
Hixton, WI 54635
villageofhixton@tcc.coop

Re: Announcement of Planned Action

To Whom it May Concern:

Due to unforeseen business circumstances including the impact of COVID-19 on our business and the potential non-renewal of the contract governing our workplace which expires March 31, 2021, we are writing to inform you that there will be a mass layoff at the facility located at N8449 S. Adams Road, Hixton, WI (Jackson County). The expected closure of the facility will be March 31, 2021. While the Company does not have the requisite number of employees for Wisconsin WARN Act coverage, WP OPS is providing 60 days-notice out of an overabundance of caution and to provide employees with advance notice. Unfortunately, the decision to cease operations is out of our control with the contract expiration and anticipated non-renewal

All affected employees have been notified of the effective dates and the intent of the permanent nature of this layoff. Those employees are expected to be separated from employment on March 31, 2021. Currently, we expect to include up to thirty-four employees in this layoff.

There will not be any bumping rights for affected employees—that is, employees will not be able to displace more junior employees out of their job positions as a result of mass layoff. The employees are not subject to any collective bargaining agreements.

If you have any questions or want additional information concerning this matter, please contact Aaron Olivas, Human Resources, at hrsc@turnkeyprocessing.com or by telephone at (615) 656-8448.

Sincerely,

Hamilton White