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April 8, 2020

Mayor Stephen Gawron
City Hall
933 Terrace Street
Muskegon, MI
Steve.Gawron@shorelinecity.com

Brian Marcotte
WIOA Dislocated Services Section Manager
Workforce Development – Targeted Services Division
201 N. Washington Sq. 5th Floor
Lansing, MI 48913
marcotteb1@michigan.gov

Dear Honorable Mayor Gawron and Mr. Brian Marcotte:

On March 22, 2020 the management of Pace Industries, Inc. notified our employees at our Port City division in Muskegon, MI that due to the unforeseen business circumstances brought on by the COVID-19 Pandemic, we would be temporarily shutting down the facility and laying off all but thirty-eight salaried employees who are considered essential to maintaining customer communications, shipping out of inventory and preparing for operational restart. No bumping rights exist. Our Muskegon facility is located at 1985 E. Laketon Ave., Muskegon, MI 49442. While we anticipate this layoff to be less than six months, we want to be proactive in our communications to you and to our Associates.

This closing is a result of unforeseen circumstances as defined in the federal Worker Adjustment and Retraining Notification Act, WARN. This letter is our notification to the unit of local government and state dislocated worker unit. We have notified our employees and are providing them with regular updates.

As a result of the furlough, persons in the following job classifications have been laid off:

Production and Production Support: Approximately 411 employees (including full and part-time employees).

Management and Professional Workers: Approximately 45 employees (including full and part-time employees).

For further information concerning this action, please contact me at the number below.

Sincerely,

Tony Hawk,
Senior Vice President, Human Resources
Pace Industries
479-973-2174