

**ADAIR COUNTY COMMISSION MINUTES
MONDAY, MARCH 27, 2017
21ST DAY JANUARY ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on March 27, 2017 in the Courthouse at Kirksville. Commissioner King and Commissioner Thompson were present. Commissioner Thompson will be acting Presiding Commissioner during the absence of Presiding Commissioner Pickens.

At 9:30 a.m., Commissioner King moved to sign the Novinger Community Center Lease Agreement for the April 4, 2017 Municipal Election. Commissioner Thompson seconded the motion. This will enable the County to use the facility for voting purposes.

At 9:45 a.m., Commissioner Thompson moved to transfer \$266,666.67 from the Law Enforcement Services Account (301-5-001-400.000) to the Law Enforcement General Account (801-4-000-700.200). Commissioner King seconded the motion. The transfer was completed at the request of Adair County Sheriff, Robert Hardwick.

Commissioner Thompson signed a Letter of Appointment advising that Mr. William J. King had been appointed as emergency management director for Adair County effective March 14, 2017.

The Adair County Commission adjourned at 4:00 p.m. on March 27, 2017.

Unscheduled Public Walk-Ins and other Non-Agenda Items for Monday, March 27:

Horst Plumbing in to ask about specifics on downstairs ladies restroom.

IN REF. ORDER NO 27 Novinger Community Lease Agreement

Novinger Community Center Lease Agreement

This agreement made and entered into on the 19th day of March, 2017, by and between Novinger Renewal, Inc. a Missouri not-for-profit corporation further known as "Lessor" and Adair County (Novinger Community Center) as "Lessee".

- The Lessor does hereby rent, lease and let to the Lessee, the building located along the west side of Snyder Avenue on its south end, City of Novinger, known as the Novinger Community Center.
- This agreement is for a term commencing Monday, April 3, 2017 and ending on Wednesday, April 5, 2017.
- Lessee shall have use of all common areas including the reception area, restroom facilities and kitchen. **NOTE: No tobacco or alcoholic products are permitted.**
- The Lessee shall inflict no damage to the premises, including furniture, equipment, fixtures, doors, windows, floors, walls, grounds, etc. and shall prevent any removal of any Lessor-owned items from the premises without permission from the Lessor.
- The Lessee shall adequately clean all common areas to its pre-existing condition before vacating the building. Furthermore, the Lessee shall restore tables, chairs and/or furniture to their original position and setup, and shall vacate the premises no later than the termination date of this lease. **NOTE: Lessee may opt to pay cleaning fee in advance if they prefer it be completed by a Renewal representative. The charge will be \$50 for the reception area and restrooms, and an additional fee of \$25 for the kitchen.**
- The Lessee shall give the Lessor ~~two~~ ^{one} (2) checks in advance - one for the rental fee in the amount of \$50 which shall immediately become the property of Novinger Renewal, Inc., and the second check in the amount of \$100 to serve as a security deposit in the event the terms of paragraphs 4 and 5 above are not met. The Lessor shall retain the security deposit check uncashed until the premises are vacated, the key returned and the inspection completed. If the terms of paragraphs 4 and 5 above are met, the security deposit check shall be returned to the Lessee uncashed; or, if the terms of paragraphs 4 and 5 are not met, the Lessor shall keep the security deposit or an appropriate portion thereof, depending on the degree of non-compliance. A separate check for cleaning fees shall be submitted in advance if that option is chosen.
- The Lessee shall pay the Lessor within 30 days all costs associated with the deviation of the terms of paragraph 4 above that exceed that portion of the security deposit retained by the Lessor for that purpose.
- Lessee does hereby agree to adhere to and comply with, the provisions as stated in the Rules and Regulations governing the use of the Novinger Community Center. I have read and understood the rules and regulations, and have received a copy of same.

Lessee Printed Name: Adair Thompson - Adair County Commissioner Signature: Mark Thompson
 Telephone: 660-665-2283

Novinger Renewal Representative Signature: Glenna Young
 Telephone: 660-342-6755

Return one copy of lease with fees to Novinger Renewal, P.O. Box 24, Novinger, MO 63559. Keep one copy of lease, Rules Governing Use of NCC and Renter's Cleaning Checklist. Contact Danny & Glenna Young at 486-5280 close to the rental date to make arrangements for the key or opening of the Community Center.

**Advance arrangements made for another charge of \$100 to cover rental and cleaning fees. Check may be sent after election.*

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ATTEST: Sandra Collop
County Clerk

Mark Thompson
Presiding Commissioner