



# Dickinson County Conservation District

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To ensure that all parties who rent Conservation District equipment understand the proper use, transportation procedures, and associated fees, all lessees are required to review the enclosed Rental Agreement and Checklist prior to using Conservation District equipment.

The effective date notated on the Rental Agreement reflects the date upon which the equipment rental is requested. The terms of the Rental agreement are in effect for a period of six months from that date. Should you rent Conservation District equipment again, a new Rental Agreement will be provided.

Review, sign, and return the Rental Agreement to the Dickinson County Conservation District upon receipt. The checklist is for your reference.

## **Truax Drill Rental Policy and Agreement**

Any out of county or commercial use of the Truax Grass Drill must receive prior approval from the Conservation District Board.

The drills are the property of the Dickinson County Conservation District and are under the supervision of the District Board. If information concerning the drill is needed, contact the office at 785-263-1351 extension 3.

## **Rental terms**

### **Fees:**

Effective October 1, 2023, all lessees are required to return all rental equipment or notify staff of project completion within 3 days of the rental start date unless other arrangements are approved in advance. If you need to keep the equipment longer, please contact us immediately to request an extension. A \$25 penalty will be assessed for late returns or failure to request an extension of the rental period.

If the lessee chooses to transport the drill himself/herself, regular rental fees will be as follows:

#### Customer pickup

- \$11.00 per acre, with a minimum fee due in the amount of \$40.00.

If the lessee chooses to have the drill manager deliver the drill to the desired location, and a drill manager is available, fees will be as follows:

#### Delivery

- \$40.00 delivery fee plus \$11.00 per acre; first acre free of charge.

An invoice will be sent from the office, with payment due upon receipt of the invoice.

## **Rules and Guidelines**

1. The lessee will assume full responsibility on liability when the drill is in his/her possession.
2. Tow at a speed of **20 mph or less**. Operate the drill at a ground speed of **4-5 mph**.
3. Hydraulics must be in the "up" position while driving.
4. Lessee shall be ready to use the drill when it is acquired. Rental agreement period is for **3 days**.
5. While the drill is in your possession, you are responsible to report any damages or needed repairs to the Dickinson County Conservation District at 785-263-1351 extension 3. If you notice something that needs repaired, please contact us immediately. You will be responsible to pay for the cost of any repairs that are caused by negligence while the drill is in your possession, including flat tires.



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6. You are responsible for regular lubrication and preventative maintenance of the drill while it is in your possession.
7. Do not pack the grass seed into the seed boxes. Seed should not be placed into the seed box until the drill is located at the field site and ready to plant. Seed box should not be more than  $\frac{1}{2}$  full of seed.
8. We recommend that you calibrate the seed rate for the seed mix you are planting. Lessee is responsible for the final setting of the drill. The Conservation District is not responsible for the final seeding population.
9. Hitch pin shall be supplied by lessee.
10. The Dickinson County Conservation District is not responsible for any foreign or undesirable plant that you may endure, including rye.
11. Clean drill: The seed box and fertilizer box are to be cleaned of all seed after use. Use a vacuum or air hose after seeding is complete. Clean any excessive mud/dirt off of the exterior when you are finished. (You may be charged a \$50.00 cleaning fee if the drill has not been cleaned appropriately.)
12. Lessee is responsible for any accidents that may occur during the time of possession. It is the lessee's responsibility to carry their own insurance on the drill.
13. Do not allow the drill to be used by any other individual or entity while it is in your possession.
14. Return all rental equipment or notify staff of project completion within 3 days of the rental start date unless longer rental term is approved in advance. If you need to keep the equipment longer due to inclement weather or other situation, please notify us immediately. If the drill is held in possession of the lessee for longer than 3 days without notifying the Conservation District staff to request an extension, a \$25 penalty will be assessed for late returns or failure to request an extension of the rental period.

**\*\*Note:** Rental payment and/or any drill damage (parts and labor) are to be paid upon completion of using the drill. All unpaid balances after 30 days of the initial invoice will be charged a late fee of  $1\frac{1}{2}\%$  per month, annual percentage rate of 18%, which will be applied to the balance due after 30 days.

Checks are to be made payable to the Dickinson County Conservation District.

Any deviation from the Rental Agreement will be subject to a double rental rate.

I have read and understand the terms outlined in this Rental Agreement.

Lessee Signature \_\_\_\_\_ Date \_\_\_\_\_

District Manager \_\_\_\_\_ Date \_\_\_\_\_

If you have any questions once you get out to the field with the drill you may contact the Conservation District at 785-263-1351 extension 3.



## **8' Truax Grass Drill Check list**

### **Requirements:**

½ ton vehicle  
Hitch pin for transport  
30HP tractor

Operating the drill requires a hydraulic system with ports for two (2) hydraulic hoses to lower the drill during use and raise for transport.

### **Upon receipt of drill**

- Make sure that the drill sprocket hub is disengaged before transporting.
- Transport Locks – make sure they are locked in place (located on the hydraulic cylinders)
- Make sure the lights are working. For trailer lights, there is a flat four prong type connector.
- Make sure the hydraulic hoses are secure.
- Make sure the drill is clean, seed boxes are empty, no mud between the coulters, etc.
- Make sure the seed box lids are down and secure.

### **Transportation of drill**

- Hydraulic hoses must be secured to prevent hoses from dragging.
- Use safety chain during transport.
- Use caution when crossing bridges – drill is 8 feet wide.
- Do not exceed 20 MPH when transporting the drill.
- Transport the drill with the transport kit – wheels of drill should not touch ground.

### **Operation of drill – Additional Information for the Lessee**

- Engage the drill sprocket lockout hub – do not back up with the drill down or engaged.
  - Do not make any sharp turns or back up with the disks lowered raise the hydraulics at the end of each row!
  - Transport Locks – remove retaining pins and bars during operation. This will allow the drill to float or adjust during planting on unlevel terrain.
- Seed Calibration – calibrate the seed rate for the seed mix you are planting. Be sure to close the seed box lid.
- Check the seed tubes regularly for blockage.

### **Upon completion of drill use**

- Make note of number of acres planted.
- Make sure lights are working.
  - Inspect the hydraulic hoses. Be sure the hoses are secured such that they will not drag on the ground or bang against anything during transport.
- Drill must be clean, seed boxes empty, no mud between the coulters, etc.