



JEFFREY S. PHILLIPS, *Mayor*  
SHELBY E. KEYS, *Clerk-Treasurer*

# CITY OF RENSSELAER

RENSSELAER, INDIANA

## COUNCIL MEMBERS

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NOELLE WEISHAAR, *Second Ward*  
JEFF RAYBURN, *Third Ward*  
ERNEST WATSON, *Fourth Ward*  
RUSSELL OVERTON, *At-Large*

## Instructions to obtain Natural Gas Service from the City of Rensselaer

1. Complete a Natural Gas Service application. Applications are available from either the Building Dept. located in City Hall at 124 S. Van Rensselaer St. or by printing one from the City's website: [www.cityofrensselaer.in.com](http://www.cityofrensselaer.in.com). (Please include a site contact so the Gas Dept Superintendent can contact that person to go over details of location of service line, meter size, etc.)
2. Submit the completed application to the Utility Office in City Hall, along with the meter deposit (IF REQUIRED). (It needs to be determined who is going to pay the deposit to start, the Contractor or Property Owner.)
3. Once the location of the service line has been determined, the Gas Department will provide an estimated time line for the install. The Gas Department will call the Indiana One Call 811. The service line installation will be a minimum of **\$500.00**. For service lines in excess of one hundred (100) feet, there will be an additional charge of \$5.00 per lineal foot.
4. Once the service line install is complete, the Gas Department will then invoice the responsible party for the amount of the installation.
5. After payment for the invoice has been received at the Utility Office, the Gas Department will receive notice to install the meter. The customer must contact us to schedule the time for the install and turn on. We must have someone present to turn on the gas service.

Please feel free to contact our office with any additional Concerns or Questions.

City of Rensselaer Gas Utility  
Todd Wilson  
Gas Superintendent  
706 N. Cullen St.  
P.O. Box 280  
Rensselaer, IN. 47978  
219-866-5206