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**REPORT TO TOWN BOARD**

**FROM:** Thomas Yu, Township Attorney  
**DATE:** January 2, 2026  
**SUBJECT:** Interviews for Township Supervisor;

**Ordinance 2026 0101 Appointment of Township Supervisor**

**A. Introduction:** This report summarizes the recommended procedure to interview the applicants for Township Supervisor. Following the interviews, the Town Board may pass an Ordinance to appoint a Township Supervisor to serve the remainder of the current unexpired term following the resignation of the former Township Supervisor.

**B. Recommended Action:** It is recommended that the Town Board follow the procedure outlined in this Report to appoint a new Township Supervisor to fill the vacant office.

**C. Background:**

**1. Vacancy.** At the November 4, 2025, Town Board meeting, Township Supervisor Kyle Patterson filed their resignation letter with the Town Clerk, which became effective on November 18, 2025 after the Town Board voted to formally accept the resignation. During the vacancy in the Township Supervisor position, the Deputy Supervisor, Corinne Jordan, has been authorized to fulfill the administrative duties of the office of Township Supervisor.

**2. Required Qualifications.** Pursuant to the Township and Election Code, the mandatory minimum requirements to be eligible for appointment are as follows:

- Must have been a resident of the Township for at least one year;
- Must be of the same political party as the incumbent (in this instance, Democratic Party);
- Must be a legally registered voter in the City of Champaign Township; and
- Must not have been convicted of any “infamous crime, bribery, perjury, or other felony.”

**3. Candidates.** Applications were accepted from interested candidates for Township Supervisor through December 16, 2025. The Township received three applications. One candidate did not meet the residency requirement. The two remaining qualified candidates for consideration are in alphabetical order as follows:

- Mike Ingram
- Charlene Murray

**4. Next Steps.** Copies of the candidates’ redacted applications are attached as Attachments A and B to this report. The Town Board will conduct sit-down interviews in open session at the January 6, 2026, Township Meeting. It is recommended that the Town Board follow the interview procedure as follows:

- (1) The candidates be interviewed in alphabetical order; and

(2) Candidates be given up to five minutes to make a statement of candidacy followed by Town Board questions.

(3) While a candidate is being interviewed, the other candidate be excused to wait in the lobby.

Following candidate interviews, the Town Board may decide to nominate and appoint a Township Supervisor, or may postpone the appointment Ordinance to the January 13, 2026, Special Township Meeting.

An Ordinance to appoint a new Township Supervisor with a fillable blank is included with the January 6 agenda. When the Town Board is ready to proceed with the appointment, they will begin by making nominations.

The process for filling in the blank in the Ordinance is as follows:

- The Ordinance is moved and seconded in its present form; i.e., with the blank.
- After the Ordinance has been moved and seconded, the Town Board Chair will recognize Town Board members who have names that they wish to suggest to fill the blank. Note: there is no “second” required for any of the suggested names.
- Town Board members will be recognized in order of seniority. All Town Board members may, but are not required to, suggest a name to fill in the blank in the Ordinance.
- Names are voted on in order of suggestion.
- If a name receives a majority of a quorum of votes, it is inserted into the blank.
- After the name is inserted in the blank, the Town Clerk will call for a vote on the Ordinance with the name inserted.
- If no name suggested receives an affirmative vote of a minimum of a majority of a quorum of the Town Board after all Town Board members have had the opportunity to suggest a name, the Town Board may open the floor for another round of suggestions, reconsider existing applicants and vote again, postpone the Ordinance to a definite date in the future, or refer the Ordinance to a Study Session to discuss a different application and interview process.
- The appointment of the new Township Supervisor does not officially take effect until the successful candidate takes their oath of office. If the Ordinance passes, the person whose name was inserted has been appointed and will take the oath of office at a subsequent Town Board meeting.

**D. Alternatives:**

1. Suggest a name to fill in the blank of the Ordinance and then pass the Ordinance appointing a Township Supervisor to fill the remainder of the current unexpired term.
2. Do not pass the Ordinance and provide alternative direction to the Township Attorney.

Reviewed by:

Thomas Yu  
Township Attorney

Attachments: A- Application of Mike Ingram  
B- Application of Charlene Murray