

CONDOR TRANSITION TO BUTLER (KBTP)

Carrie Matvey

Chip Vignolini

Thursday June 25th, 2020 – 7PM

KBTP Conf. Room/Main Terminal/Airport Authority Office

PILOT LOUNGE & FACILITIES

- Main Terminal Building/Airport Authority Office is open from 6:00am-4:30pm
 - Contacts: Stacy (office manager) & Ike (airport manager)
 - The main door from the runway is open 24hrs
 - After hours access lock box located on gate, once open return the key before leaving. Lock box code is the same as Condor clubhouse
 - No vehicles are permitted on the field, but you are allowed to back up to the main gate to load and unload for x-country flights
- WiFi user name = bcaa-guest, password = btp2608
- Computer for flight planning
- Water stocked in the fridge
- Public Restrooms available
- Mailbox for checks and paperwork for Dorothy
- Restaurant is open: Thur-Sat 3-8pm, and Sun noon-8pm

Butler County Airport Authority

Pittsburgh-Butler
REGIONAL AIRPORT

473 Airport Rd Ste 2, Butler PA 16002
724-586-6665

Richard 'Ike' Kelly, Airport Manager
btp.manager@zoominternet.net
after hours cell: 724-822-4452

Chuck Ritchey, Maintenance
btp.maint@zoominternet.net
cell: 724-996-6860

Stacey Daugharthy, Office Manager
btp.admin@zoominternet.net

In case of emergency, call 911

Airquest Aviation 724-586-6023
Butler AWOS 724-586-6434
Flight Service Station 800-992-7433
Transportation Security 866-427-3287

Pilot Resources

Flight Category: VFR
Elevation: 1248' MSL
Pattern Altitude: 2240' MSL
Fuel: JetA Full / 100LL Full or Self
Procedures: ILS, GPS, LOC, RNAV
AWOS: 121.45
Clearance: 119.4
UNICOM: 123.05
CTAF: 123.05
Appr. Dep.: 124.75, 124.75

Keep in Touch!

website: butlercountyairport.org
facebook: butlercountyairport
instagram: @fly2butler
twitter: butler_airport

GENERAL NOTES

- **Aircraft location**
 - Ramp immediately in front of the main terminal/restaurant
 - Access thru main terminal
- **Keys and tie-downs**
 - Lock box on each plane (code is the same as Condor pilot's lounge), to be attached on the left/pilots side tie-down strap
- **Check-out**
 - Use personal device or pilot lounge computer to access Skymanager
- **Refueling**
 - Please use fuel farm & current fuel cards
 - If the fuel farm is down, please call AirQuest #724-586-6023, and have them fill the plane on the ramp after tied down.
- Everything will be stored in the airplane (i.e. Tie-downs, cleaning supplies, wheel chocks, and oil will be stored in the cargo box in the luggage area).
 - **Always take tie-downs & Wheel Chocks with you**
- High Flight facilities are available to us 24 Hours (i.e. restrooms, vending machines, etc.)
- Condor facilities will remain open in Zelig. You can still drop off checks, paperwork, etc.
- Please continue to clean the windshield and leading edges to remove bugs as you normally would

KBTP FIELD OPERATIONS

- Airport Diagram
- Airport Frequencies
 - AWOS – 121.45 (#724-586-6434)
 - UNICOM – 123.05
- Elevation – 1248'
- Pattern – 2240'
- Runways – 08/26
- ILS Critical Area should not be confused with runway Hold Short line
- Noise Abatement – Climb to 2000' before turning



PRE-FLIGHT

- ❑ Open up the airplane and windows ASAP...it will be warm
- ❑ If for any reason you need to ground the airplane, remove the 'Grounded' card from the pilot seat pocket and place on the seat. Call or Text Condor Maintenance #724-591-1092, w/name phone number, and description of problem
- ❑ Record Hobbs and Tach times
- ❑ Remove windshield Screen, Tie-downs, Cowl Plugs, Pitot Cover, and wheel Chocks
 - ❑ Place everything in luggage bin
 - ❑ Leave lock clasped to the tie-down
- ❑ Perform preflight PER POH
- ❑ Use Screened Fuel Strainer cup
 - ❑ As long as the fuel isn't contaminated you can pour it back into the main tanks
 - ❑ If contaminated, empty fuel bulb in Fuel drain bucket located on the flight line behind the tie-down area

POST-FLIGHT

- ❑ Pull into open tie-down area, aligning the wing struts with the painted lines on the ground.
 - ❑ Adjust with tow bar as necessary to ensure proper alignment
- ❑ Chock both mains with the chock blocks
 - ❑ **Do not use the parking brake**
- ❑ Insert yoke/gust control lock
- ❑ Ensure windows are closed and latched
- ❑ Attach main and tail tie-down straps
 - ❑ Wings straps are longer than the tail
 - ❑ Ratchet end should always be closest to the airplane
 - ❑ Lock should be still attached to the left/pilot side tie-down strap
 - ❑ Straps should be pulled taut
- ❑ Insert cowl plugs
 - ❑ Ensure the connecting strap is on the outside of the prop
- ❑ Attach pitot cover (if necessary)
- ❑ Insert windshield cover
- ❑ If for any reason you need to ground the airplane, remove the 'Grounded' card from the pilot seat pocket and place on the seat. Call or Text Condor Maintenance #724-591-1092, w/name phone number, and description of problem
- ❑ Lock passenger door from inside, lock pilot's door and baggage door
- ❑ Return the keys to the lockbox, close, and scramble the code.
- ❑ Clean Windshield and All leading edges to remove bugs.



KBTP FUEL FARM

- Continue to use same AMEX fuel cards in the plane
- Operation is similar to KPJC
 - Turn/maneuver to Park facing the runway
 - Shutdown per POH
 - Ground airplane
 - Operate pump
 - You will need to lift up on the handle to activate
- If the fuel farm is out of service, you can call AirQuest (#724-586-6023) to have them fuel the plane on the ramp, but this does cost more and should only be used if the fuel farm is down.



ADDITIONAL PHOTOS



EQUIPMENT & SUPPLIES IN BAGGAGE AREA

❑ Black & Yellow Bin

- ❑ (1) Cans of window cleaner, (2) yellow rags
 - ❑ (1) bottle of wax spray, (2) white rags and hand scrub brush
 - ❑ (1) bottle Covid cleaning spray and Cleaning Cloth
 - ❑ (1) bottle of hand sanitizer
 - ❑ (2) bottles of Engine oil, (2) red rags
 - ❑ (1) small bucket w/oil funnel
 - ❑ (2) sets of wheel chocks
 - ❑ Tie-down straps
 - ❑ (1) Fuel Strainer w/screen
 - ❑ Cowl Plugs
 - ❑ Pitot Cover (if applicable)
- ❑ Tow bar
 - ❑ Windshield sun screen

Remember color codes:

Yellow = Windshield and Glass Cleaning

White = Wax Bug Cleaner

Red = Oil

QUESTIONS

